

Public Document Pack



MEETING:	North East Area Council
DATE:	Thursday, 1 October 2015
TIME:	2.00 pm,
VENUE:	Meeting Room 11, Barnsley Town Hall

AGENDA

- 1 Declarations of Pecuniary and Non-Pecuniary Interests

Minutes and notes

- 2 Minutes of the Previous Meeting of North East Area Council held on Thursday 30th July 2015 (NEAC 01.10.15/2)

Ward Alliances

- 3 Notes of the Following Ward Alliances with Feedback from each Ward Alliance Chair (NEAC 01.10.15/3)
Cudworth – held on July 27th 2015
Monk Bretton – held on August 28th 2015
North East – held on July 1st 2015 and August 12th 2015
Royston – held on June 29th and August 24th 2015
- 4 Changes to Community representation on the North East Ward Alliance (Verbal Report from the Chair of the North East Ward Alliance)

Items for Information

- 5 Employability for under 16's Initiative - C & K Careers (presentation)

Performance

- 6 Report on the Use of Area Council Budgets, Devolved Ward Budgets and Ward Alliance Funds (NEAC 01.10.15/6)
- 7 North East Area Council - Performance Report (NEAC 01.10.15/7)

Items for Decision

- 8 Commissioning and Procurement Update - Employability for under 16's Initiative - Summer 2016 (NEAC 01.10.15/8)
- 9 Commissioning and Procurement Update - Home Grown Apprentices Scheme (NEAC 01.10.15/9)
- 10 Commissioning and Procurement Update - Environmental Enforcement (NEAC 01.10.15/10)
- 11 The Development of the Love Your High Street Initiative (NEAC 01.10.15/11)
- 12 Parks Service - Play Areas Service Level Agreement

Project Updates

13 Community Magazine (verbal update)

To: Chair and Members of North East Area Council:-

Councillors Hayward (Chair), Cheetham, Clements, Ennis, S. Green, Hampson, Higginbottom, Houghton CBE, Makinson, Richardson, Sheard and C. Wraith MBE

Area Council Support Officers:

Paul Brannan, North East Area Council Senior Management Link Officer
Caroline Donovan, North East Area Council Manager
Elizabeth Barnard, Council Governance Officer

Please contact Elizabeth Barnard on 01226 773420 or email governance@barnsley.gov.uk

Wednesday, 23 September 2015

NORTH EAST AREA COUNCIL

30th July 2015



BARNSELEY METROPOLITAN BOROUGH COUNCIL

NORTH EAST AREA COUNCIL

30th July 2015

9. **Present:** Councillors Hayward (Chair), Clements, Ennis, S. Green, Hampson, Higginbottom, Makinson, Richardson and C. Wraith MBE.

10. **Declarations of pecuniary and non pecuniary interests**

There were no declarations of pecuniary or non pecuniary interests.

11. **Minutes from the North East Area Council meeting held on 11th June 2015**

The meeting considered the minutes from the previous meeting of the North East Area Council, held on 11th June 2015.

RESOLVED: - that the minutes of North East Area Council, held on 11th June 2015 be approved as a true and correct record.

12. **Notes from the Ward Alliances**

The meeting received notes from the Cudworth, Monk Bretton, North East and Royston Ward Alliances, held throughout May and June 2015. The following updates were noted:

Cudworth – The Academic Achievement Awards event has taken place and had been very successful and enjoyable. The Cook and Eat sessions were oversubscribed at the Cudworth Centre of Excellence and the Summer Holiday Activities programme is going ahead. The ‘Tea in the Park’ event was attended by over 3000 people, and was well attended by local residents, community groups and supported by the local businesses. Yorkshire in Bloom judges have visited the Park, Robert Street allotments and Carlton Marsh with members of the Cudworth Environment Group. Positive comments were received and it is hoped that Awards may follow in September. The park gates are now in situ and look impressive.

Monk Bretton – It was reported that the summer bedding planting at the War Memorial by schoolchildren and Volunteers was successful, and very favourable comments have been received from the local residents about the improvements to the area. There is a strong possibility that the area will be judged as part of Yorkshire in Bloom next year. The Gala at Monk Bretton Priory was well attended and thanks were expressed to Officers, local Volunteers and Community organisations for making the day a great success.

North East – There are a number of vacancies in the Ward Alliance and it is unlikely that Chris Sykes will be able to attend in the future due to his illness. Efforts are

NORTH EAST AREA COUNCIL**30th July 2015**

being made to recruit new members and some local residents have expressed an interest in joining the Ward Alliance. £600 is being spent to improve the Cenotaph in Grimethorpe, and the Ward Alliance members are working on a variety of projects to be considered.

Royston – The Summer Gala was well attended by over 2000 people. Thanks were expressed to Officers, Volunteers and Community Groups for their efforts in making the day a great success. The Summer Activities programme is underway and opportunities for young people to go swimming are being promoted. Section 106 monies will be used to refurbish the play equipment, provide car parking, and improve drainage and fencing at the Park. A bid is being put together to develop a Community Orchard in the Park. Significant concerns were expressed regarding the level of grass cutting and maintenance as there are no primary gateways areas identified in the Royston Ward.

RESOLVED:

- (i) That the notes from the Ward Alliances be received

13. Report on the use of Area Council Budgets, Devolved Ward Budgets and Ward Alliance Funds

The Area Council Manager introduced this item and highlighted the spend to date. The North East Area Council has a Devolved Ward Budget grant allocation of £81,939.54 for the 2015 - 2016 financial year. This allocation is made up of a £40,000 allocation for 2015 - 2016, and a carry forward allocation of £41,939.54 from the 2014 - 2015 financial year. Members were asked to note the amounts committed to date across their Wards along with the amounts not yet allocated.

A discussion took place around the issue of future funding of Community Caretakers, particularly in the North East Ward. Councillor Ennis said that the reduced Devolved Ward Budget funding had resulted in the local Parish Councils having to reduce the hours worked by the Community Caretakers.

RESOLVED:-

- (i) that the report on the use of Area Council Budgets, Devolved Ward Budgets and Ward Alliance Funds be received and noted, and
- (ii) that future discussions take place to discuss and agree the possibility of the Area Council increasing the amount of Ward Alliance funding in the future.

14. North East Area Council – Performance Report

The Area Council Manager introduced this item and gave an overview of the performance of the North East Area Council commissioned projects relating to the Environment, Health and Wellbeing and Economic Regeneration priorities.

NORTH EAST AREA COUNCIL

30th July 2015

The Councillors were pleased with the outputs and outcomes of the initiatives that have been funded through the Area Council. They felt that the North East Environment Teams, the Enforcement initiative, the Employability for under 16's and the Youth Development Fund were all delivering very good value for money.

Concerns were highlighted about the increase in fly tipping across the area. A Councillor informed the meeting that reported that fly-tipping is to be investigated by the Overview and Scrutiny Committee. It was highlighted that a recent case which went to Court resulted in a conditional discharge, which was very disappointing given the time and effort taken to bring the case to court.

RESOLVED:-

(i) that the Performance Report be noted, and all concerned be thanked for the positive impact the initiatives are having in the local communities.

15. Luncheon Club Initiative

The Chair introduced this item, highlighting that the contract ends in August. A discussion followed and the Councillors felt that Luncheon Clubs had been appreciated in some areas but not in others. It was felt that overall the Luncheon Clubs did not represent good value for money. Disappointment was expressed that a performance report had not been produced to aid decision making around future commissioning. It was felt that Afternoon Tea sessions could be funded to replace Luncheon Clubs in areas where this was more appropriate.

RESOLVED:-

(i) that the Luncheon Club contract will not be renewed when it ends in August and the Provider will be contacted with regard to this decision.

16. North East Area Council Future Commissions

The Area Council Manager updated Members on the proposed future commissions for the North East Area Council.

Fit Reds

Following the success of the Fit Reds healthy lifestyle programme for men 35 and over which had been piloted through the Ward Alliances in Royston and Cudworth, the Health and Wellbeing Working Group recommended the commission of a Fit Reds programme for men and women across the four Wards of the North East Area Council, as agreed at the meeting of the North East Area Council on June 11th, 2015.

Fit Me

'Fit Me' is a 9 week course offering a supportive yet challenging environment for women to set and achieve their own personal wellbeing goals. PSS UK would like to deliver the

NORTH EAST AREA COUNCIL**30th July 2015**

Fit Me programme across the North East, using community venues and with 10 – 20 participants attending each course.

Shopability

The Shopability project proposal to help elderly and vulnerable residents has been considered by the Health and Wellbeing Working Group. The project would include a befriending service, personal shopping, home shopping, community care service, home from hospital service and coffee mornings.

Environmental Enforcement

The waiver for the North East Area Council Environmental Enforcement contract with Kingdom Security for a further period of nine months (August 2015 – March 2016), at a total cost of £44,732, has been signed off. In order to ensure economies of scale are realized it was felt that it might be appropriate to carry out a full re-tender of the service from April 2016 onwards, working in partnership with the other Area Councils. This would ensure Contract Procedure rules and European Guidelines are followed and would also allow for a year on year contract to be awarded to the successful provider.

Concerns were expressed that this type of open tender process might lead to a national provider coming forward for the contract, which could mean that quality of service could be compromised due to lower cost and at the detriment of local providers. It was explained that the contract is weighted towards social value in order to encourage local businesses to come forward. Whilst it was acknowledged that economies of scale could be realised through working in partnership with the other Area Councils, it was felt that this course of action may not be appropriate for the North East Area Council.

RESOLVED: -

- (i) That 5 x 'Fit Red' programmes at a cost of £3,931 per programme, with the total cost of the contract at £19,655, will be commissioned. 2 will be delivered in 2015 -2016, and 3 in 2016 – 2017.
- (ii) That 10 x 'Fit Me' programmes, at a cost of £1,160 per programme, with the total cost of the contract at £11,600, should be commissioned. 4 will be delivered in 2015 - 2016 and 6 in 2016 – 2017.
- (iii) That a 6 month pilot project for Shopability, at a cost of £7,824, be commissioned
- (iv) That authorisation be given to the Executive Director Communities to complete the necessary paperwork in order to waive the relevant contract procedure rules to allow the 'Fit Reds', the 'Fit Me' and the 'Shopability' contracts to be awarded, with contract values of £19,665, £11,600 and £7,824 respectively.
- (v) That re tender of the North East Environmental Enforcement contract should be left in abeyance subject to further information.

NORTH EAST AREA COUNCIL

30th July 2015

17. Love Where You Live

A presentation was given which depicted the significant variety of activities undertaken by the North East Area Council in conjunction with community Volunteers in the period from March to date. Activities included environmental improvements, community clean ups, summer bulbs and summer bedding planting, improvements to local flower planters and barrels, the enjoyment and appreciation of community open green open spaces by local School children, and individual Ward Celebration Events such as Galas, Proms and local Heritage tours.

The Area Council Manager highlighted the phenomenal amount of Volunteering which had taken place across the communities, led by Elected Members as Community Champions. All age groups had joined in and local residents, community groups and businesses had contributed to the activities and taking a pride in the areas where they lived. Thanks were also expressed to Officers from the North East Area Council team for their ongoing input into the success of the Area Council.

The Area Manager highlighted the significant success of the Social Media publicity in the North East Area Council. Since March 2015, 85,335 people have viewed our Facebook pages, and the largest individual reach for one Facebook article was 9,100 which was for a Love where You Live activity. Between March and September we have had a 39% increase in Facebook activity. With regard to Twitter the number of Tweet impressions, which is the number of times someone could have viewed one of our Tweets was 9502, and since March 2015 we have had 157 new followers.

RESOLVED:

- (i) That the update on Community Volunteering Activities, Love where You Live initiatives and Social Media be received and noted.

The Chair thanked all present for their continued support of the work of the North East Area Council.

.....
Chair

This page is intentionally left blank

Cudworth Ward Alliance

Meeting Notes

Meeting Title:	Cudworth Ward Alliance
Date and Time:	Monday 27th July 2015 at 11am
Location:	Bow Street Offices. Cudworth.

<p>Attendees:</p> <p>Councillor Joe Hayward (Chair) Councillor Charlie Wraith (Vice chair) Ernest Oliver Joan Jones Janet Robinson John Hayhoe</p> <p>In Attendance: David Gill. Local Support Officer</p>	<p>Apologies:</p> <p>Councillor Stephen Houghton. Julie Berry Mick White Lindsey Holmes Kevan Riggett</p>
--	--

		Action/Decision	Action Lead
1.	<p>Declarations of Interest:</p> <p>There were no declarations of interest.</p>		
2.	<p>Notes of the previous meeting: Monday 22nd June 2015</p> <p>The notes were passed as a true record.</p> <p>The new park gates are looking well and Councillors stated excellent work has been done with the new gates.</p> <p>Complaints have been made about the piece of land being overgrown at the rear of the Co-op supermarket. Councillor Wraith has spoken with the Co-op manager who is to contact head office and get back to Councillor Wraith.</p>		
3.	<p>Action Plan:</p> <p>Summer holiday activities: David circulated the information posters about the summer holiday activities. Posters have already been taken to the three primary schools before they close for the summer holidays. Some of the activities are already well booked.</p>		David Gill
4.	<p>Potential Projects:</p> <p><u>The Environment:</u></p> <p>Councillor Hayward raised the idea of asking local shop owners if they</p>		

	<p>would be willing to have a planter outside their shop free of charge. The shop owners would be asked to take the planter in at night at the close of business. Councillor Wraith stated the Highways Dept. would have to be contacted to ask if it would be permissible, as there could be a safety aspect. The shop owners would also have to give their permission. Members agreed to ear mark £500 towards the planters project.</p> <p><u>Increased opportunities for achievement for local residents.</u></p> <p>Councillor Hayward informed members the local history group has asked about having Wi-Fi in the Centre of Excellence. There has been one quote of £550 per unit to install from Bull. The usage per year would be approx. £37. Councillor Hayward is to contact Bull again for more information.</p> <p><u>Health and Wellbeing.</u></p> <p>The Healthy Eating cooking course at the Centre of Excellence is very well attended.</p> <p>Members were asked if they would support and fund another Health Fayre in November 2015. Members agreed.</p> <p><u>Youth Provision:</u></p> <p>Summer Holiday Activities:</p> <p>5. Steering Groups:</p> <p>Volunteer's Celebration:</p> <p>Councillor Hayward is to get more information.</p> <p>6. Communication: Neighbourhood Network:</p> <p>David circulated the Ward Alliance Guide to Activities and Groups in Cudworth and informed members of a distributor used at Tea in the park with a charge of £75 for 2,000. Councillor Hayward asked members if they would agree the go ahead for the distribution of the information leaflet which may be approx. 4,000 leaflets. Members agreed.</p> <p>Members agreed to the distribution of the leaflets at a cost of approx. £150</p> <p>David circulated the Ward Alliance information booklet. David is to get costs for the printing and distribution of the booklet.</p> <p>7. Ward Alliance funding applications:</p> <p>A funding application was presented to members for £1,000 for the summer holiday activities. Members agreed to the application.</p>		<p>David Gill</p> <p>David Gill</p>
--	---	--	-------------------------------------

<p>8.</p> <p>9.</p> <p>10.</p> <p>11.</p>	<p>A funding application was presented to members for £918 for the Academic Achievement Awards. Members agreed to the application.</p> <p>Councillor Hayward raised the possibility of £500 for Robert Street Allotments which was deferred until the next meeting.</p> <p>Councillor Hayward asked members if it would be possible to set aside £5,000 for community grants to local organisations. Members agreed.</p> <p>Correspondence:</p> <p>There was no correspondence.</p> <p>Finance:</p> <p>David presented information to members for expenditure and provisional projects. There is an under spend of £407 which will go back into the Ward Alliance budget. £246 Health Fayre and £161 from the summer holiday activities.</p> <p>David circulated Funding application forms and guidance notes for members to give or send to local groups.</p> <p>Compliments and Complaints.</p> <p>None.</p> <p>Any other business:</p> <p>Councillor Hayward informed members B.M.B.C. are looking at contractors running the Junior Warden scheme for all three primary schools in Cudworth.</p> <p>Janet has spoken with the head teacher at Birkwood primary school to ask it would be possible to include the subject of litter in the curriculum.</p> <p>Councillor Hayward suggested asking Paula Marshall about the possibility of a P.C.S.O. going into schools to address the subject of litter.</p> <p>Councillor Hayward informed members a letter has been sent to Paul Castle about the weeds growing at the side of the roads. Councillor Wraith commented about the litter and weeds on Birkwood estate.</p> <p>Councillor Hayward asked members if it would be possible to change the date of the next meeting from the 14th September to the 7th September 2015. Members agreed.</p> <p>Councillor Hayward asked members if they would support the idea of having a Christmas tree in the centre of Cudworth. Councillor Hayward is to get more information as the initial cost will be quite expensive.</p> <p>Chair thanked everyone for attending and participating in the meeting.</p>		
---	--	--	--

12.	<p>Date and time of the next meeting:</p> <p>Monday 7th September 2015 11am at Bow Street. Offices. Cudworth.</p> <p>Finance agreed at this meeting Monday 27th July 2015.</p> <p>Approx. £150 for distribution of the Activities and Groups leaflet.</p> <p>Future meeting dates up to May 2016.</p> <p>Monday 26th October 2015 Monday 7th December 2015</p> <p>Monday 18th January 2016 Monday 29th February 2016 Monday 11th April 2016 Monday 23rd May 2016</p> <p>If members have any ideas for potential projects please bring them to the next meeting.</p>		
-----	---	--	--

NORTH EAST WARD ALLIANCE**MEETING NOTES**

Meeting Title:	North East Ward Alliance
Date & Time:	1 st July 2015 4:00pm
Location:	Shafton Community Centre

Attendees	Apologies
Cllr J Ennis, (Chairman)) Cllr A Hampson, P Ford M Fensome D Gill Father I McCormack Ms D P Coates	C Sykes, M Davies Cllr D Higginbottom S Nixon

1.	Action/Decision	Action lead
<ul style="list-style-type: none"> • 1. Notes of Previous Meeting 	Note 7 should read Brierley Christmas lights not Grimethorpe. – Acknowledged and Notes confirmed	
<ul style="list-style-type: none"> • 2. Matters Arising 	Non	
<ul style="list-style-type: none"> • 3. Ward Alliance Membership / Attendance <p>DG reported that the Grimethorpe vacancy was currently advertised with a closing date of 31/07/15</p> <p>PF raised the issue of DP Coates continued attendance following her election as a councilor in another ward</p> <p>Concern was expressed over the absence at meetings of M Davies due to various ongoing issues</p>	<p>Noted</p> <p>It was stated that D P Coates attendance was as a representative of the Great Houghton Youth Group not as a councilor -Noted and accepted</p> <p>MD's to be asked to clarify his position</p>	Cllr JE
<ul style="list-style-type: none"> • 4. Alliance Action Plan updates <p>Information Booklet - DG circulated an updated booklet for approval</p>	Noted and approved	DG

	<p>Summer Activities – DG reported that he was to have a further meeting with Sharon Shaw a Youth Worker to discuss / develop the various activities</p> <p>DPC informed members that the activities organized by the Great Houghton Youth Group would take place between the 10th & 15th August in Gt Houghton, Grimethorpe and Brierley , Those wishing to attendance would have to pre-book</p> <p>Healthy Teeth - DG had met with Sandie McNichol a Health Practitioner who was unable to attend the Alliance meeting. A copy of the Barnsley Oral Health Report was distributed for information</p> <p>Notice Boards – Concern was expressed by DPC and MF over the need for the Alliance to submit a formal written application for funding, for projects initiated by the Alliance itself, bearing in mind the fact that notes/minutes of meetings are taken and submitted for approval to the Area Council</p> <p>Allotment Project – It was reported that the Area Council had approved the funding and the project was to be put out to tender.</p> <p>Ward Alliance Funding Applications.-Royal British Legion Grimethorpe War Memorial</p> <p>Father I M pointed out that it was agreed at the last meeting that no funding applications would be considered until the August meeting when the financial position would be clearer. He also declared an interest in the application, being a member of the British Legion himself</p> <p>DG clarified the financial position, informing members that an under spend on another scheme meant sufficient funds were now available for other projects within reason,</p> <p>Discussion took place on the responsibilities of the Parish Council following issues raised by PF</p> <p>5. Ward Alliance Plan 2103-15- Community Priorities DG distributed a copy of the plan to members who are to consider any amendments they feel should be made to it, for consideration at the next meeting</p>	<p>Noted</p> <p>Noted DG and DPC to liaise on implementation and operation</p> <p>Agreed the Health Practitioner be invited to the next meeting</p> <p>Noted – Cllr JE to clarify with Caroline Donovan</p> <p>DG to contact Neighbourhood Services and JE to approach Highways regarding blocking off the lay by</p> <p>Noted</p> <p>Noted</p> <p>Noted and the project approved</p> <p>A brief discussion took place and some deletions suggested</p>	<p>D Gill</p> <p>DG DPC</p> <p>DG</p> <p>JE</p> <p>DG</p> <p>DG</p> <p>DG</p> <p>All</p>
--	---	---	--

	<p>6. Any Other Business</p> <p>PF asked if the metal fence surrounding the grassed area outside the former Singing Man public house on Sandy bridge Lane be painted</p> <p>It was agreed that a letter/card of support be sent to Chris Sykes following his recent Stroke and hospitalization</p> <ul style="list-style-type: none"> • 7. Next Meeting Wednesday 12th August 2015 at Great Houghton Welfare Hall 	<p>To be raised at Area Council</p>	<p>DG</p> <p>MF JE</p>
--	---	-------------------------------------	------------------------

This page is intentionally left blank

NORTH EAST WARD ALLIANCE**MEETING NOTES**

Meeting Title:	North East Ward Alliance
Date & Time:	12 th August 2015 4:00pm
Location:	Great Houghton Welfare Hall

Attendees	Apologies
Cllr J Ennis, (Chairman)) Cllr D Higginbottom Cllr A Hampson, P Ford M Fensome D Gill Father I McCormack Ms D P Coates S Nixon	C Sykes,

1.	Action/Decision	Action lead
<p>1. Notes of Previous Meeting</p>	Agreed	
<p>2. Matters Arising</p>	Noted	
<p>3. Ward Alliance Membership / Attendance</p> <p>The Chair informed members that Mr M Davies had tendered his resignation</p> <p>DG reported that 2 applications had been received for the vacancy to represent Grimethorpe</p>	<p>-Noted and agreed that the vacancy to represent Shafton be advertised</p> <p>Noted and accepted that the local members would consider them</p>	DG
<p>4. Alliance Action Plan updates</p> <p>DG circulated an updated Action Plan</p> <p>DG distributed the final draft copy of the Information Booklet for approval</p>	<p>Noted and approved subject to the Computer Training project being deferred</p> <p>It was agreed and proposed that 300 copies be printed for distribution to each of the organisations identified.</p> <p>PF offered to print those required for the Shafton Area. The offer was accepted.</p>	G

	<p>5. Summer Activities –</p> <p>D P Coates informed members that the organized Summer Activities had commenced There were to be 3 sessions in each village over a 3 week period. It was being well received with attendances increasing</p> <p>6. Ward Alliance Funding Applications</p> <p>The following applications were considered</p> <p>The Summer Activity Programme for £880 D P Coates and Cllr D Higginbottom declared their Interest.</p> <p>The Great Houghton Fun Day for £760 Cllr D Higginbottom declared her interest.</p> <p>St Paul's Church Brierley Christmas Tree Fr I McCormack declared his interest</p> <p>Alliance Notice Boards for £3,986</p> <p>Great Houghton Youth Club for £900 D P Coates Cllr D Higginbottom MF declared their interest</p> <p>7. Ward Alliance Funding Update</p> <p>DG circulated a financial spread sheet showing the income/expenditure & committed spend date</p> <p>8. Any Other Business</p> <p>D P Coates suggested a Pick up a Paint Brush project.</p> <p>Father I Mc Cormack suggested creating a link with the White Rose Credit Union based in Leeds (or local credit union) to improve public awareness of financial opportunities.</p> <p>DP Coates wished to thank David Gill and Sharon Shaw for their help and assistance in organising the Summer Activity scheme</p> <p>9. Date of Next Meeting Wednesday 23rd September in Shafton Community Centre.</p>	<p>The Chair thanked her on behalf of the Alliance and Area Council for her time and efforts in organising the scheme</p> <p>Noted & Agreed</p> <p>Noted & Agreed</p> <p>Noted & Agreed</p> <p>Agreed</p> <p>Noted & Agreed</p> <p>.</p> <p>It was agreed to reduce the Environmental project budgets for Shafton, Great Houghton and Brierley by £500 to £2,500 each in order to allocate additional grant aid.</p> <p>To be placed on the Agenda for the next meeting</p> <p>It was thought that something of this nature should be for the Area Council to consider</p> <p>Noted</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p>DG</p> <p>MF</p> <p>DG / JE</p>
--	---	---	--

ROYSTON WARD ALLIANCE

Notes

Monday, 29th June 2015
6.30pm the Grove, Royston

Present: Cllr Caroline Makinson (Chair), Cllr Tim Cheetham, Cllr Malcolm Clements, Graham Kyte, Rev Dr Matt Bullimore, Stephen Croft , John Craig, John Clare and John Openshaw (Secretary).

In Attendance: Paul Jolley, Community Development Officer.

1. Apologies for Absence, Martyn Guilcher, Fred Harston, Howard Lavender and Mick Birkinshaw.

2. Declarations of Interest

None declared.

3. Correspondence & Communications,

None Received.

4. Notes of the previous meeting,

Members agreed that the notes of the meeting held on the 18th May were a true and accurate record.

5. Matters Arising

Royston Park Bandstand, The community Development Officer gave an update on the repairs, which have been completed, the outstanding item is the repainting of the woodwork which should be completed shortly. There were no other matters raised.

6. Project Updates

Allotments, The secretary distributed a report and photographs of the work undertaken on the allotments. The work on the allotments has also seen 7 plots brought back into use that were not maintained by tenants. These will be offered to individuals on the waiting list. In addition 5 new small plots will be created, something that members of the Alliance proposed as part of the improvements.

Discussions took place around rents and management of allotments. Proposals have been put forward to transfer the collection of rent from BMBC to Groundwork Dearne Valley. As previously proposed members felt that in partnership with Groundwork there is an opportunity for the local management of allotments in Royston.

It was agreed that members would arrange a tour of the Improved Allotments on the 23rd July, following a site visit at Rabbit Ings.

Summer Activities, the Community Development Officer and Cllr Clements have assembled a draft summer programme which will include activities delivered at the Leisure

Centre, Royston Park, along the canal, Bowling Club and Rabbit Ings. Promotion of the programme will be through Schools in Royston and in the local press.

Environmental Enforcement, the Chair gave an update on the request from the previous meeting that officers should use social media to promote their work and the locations visited. Unfortunately there has been little progress and members raised their concerns at the lack of a visible presence along one of the hot spots identified 'The Canal'. Cllr Clements agreed to raise the issues with the head of Community Safety. Members requested a closer working relationship between BMBC enforcement officers and the North East Enforcement team. They also asked for enforcement figures at a Ward level.

Royston Directory the Community Development Officer agreed that the directory would be updated from the comments received and the chair would approve the final version.

Volunteer Update,

Love Where You Live, Adopt a Planter Scheme, Litter Picks. The Community Development Officer gave an update on the activities undertaken in Royston. A number of local schools took part in the planting in Royston Park, at the Band Stand, in the Rose Garden and around the Children's Play Area. Planter's and Barrels; most have now been planted up. A clean up took place on Meadow Road with members of the Church providing refreshments at all the activities.

A number of litter picks have been arranged at hot spots around Royston the next taking place on the 30th August, prior to the 'Proms in the Park'.

Autumn Planting, members reported that in the autumn some compost will be required in some of the planters. It was also proposed that the plant collection date should be given in advance so that volunteers could prepare the planters prior the plants and compost being delivered.

Some of the barrels are reaching the end of their useful life; some which have not been adopted should be removed or relocated. It was agreed to complete an audit of planters and sites. Maintenance of some would be undertaken with paint supplied.

Royston Wells, Members highlighted the condition of The Wells, it was agreed that an approach to the tidy team to help clean the area.

Church Street, a request was put forward for volunteers to help cut back some shrubs and tidy up the green space on Church Street, two volunteers came forward to support John Craig with the tidy team taking away the waste.

Youth Club sites, Berneslai Homes have agreed to a clear the planters on the site. It was proposed that a localised letter drop takes place around the sites of the planters that have not been adopted to encourage volunteers to take on the role of maintenance.

Park Pavilion, following the Gala at the weekend concerns were raised at the condition of the pavilion. A discussion took place on the options available to improve its maintenance.

Community Orchard, Proposals have been put forward to develop the Rose Garden into a Community Orchard, an approach has been made to Dan Wildsmith and Martin Sugden of Voluntary Action Barnsley to support the proposal. Members also highlighted the need for the installation of a 'French Drain' in the area.

Poverty Figures the chair proposed that the information presented at the previous meeting is used in the preparation of Ward Alliance priorities for the coming year. This was agreed.

7. Funding Opportunities No new opportunities to report.

8. Early Years Provision and Children's Centres

The consultation period is still ongoing. No further information to report.

9. WW1 Commemorations.

It was agreed that this item would remain on the agenda.

10. Ward Alliance Funding Update

On funding application has been received from the Royston Derby and Joan Club, for the support of Social Activities, a request for £500.00. Members supported the application.

11. Ward Alliance Members Actions

It was proposed that members help to promote the ward alliance funding.

12. Any Other Business

Ward Alliance Priorities, members were requested to consider the alliance priorities for the coming year. To work with local partners to address the priorities for the area, possible areas were highlighted, Children Centres, Child Poverty and Nursery Provision.

Royston Gala, the Community Development Officer reported that the event had generated a surplus of £400.00 and requested members of the Alliance to attend a cheque presentation to the Dynamos.

13. Decisions Agreed.

Allotments members to undertake a site visit to view improvements on the 23rd July.

Royston Directory, the chair to approve final draft prior to printing.

Summer Activities, programme to be prepared and promoted through schools and local press.

Enforcement, Cllr Clement raises the Ward Alliance concerns with the head of Community Safety. A request be made that BMBC and North East Area Enforcement teams work more closely together and that enforcement data be prepared on a ward level.

Royston Gala, members present a cheque to Royston Dynamos.

14. Date & Time of Next Meeting

The next meeting will be held on the **24th August 2015**, 6:30pm at The Grove (Revised Date).

The Chair closed the meeting at 8:25pm

This page is intentionally left blank

ROYSTON WARD ALLIANCE

Notes

Monday, 24th August 2015
6.30pm the Grove, Royston

Present: Cllr Caroline Makinson (Chair), , Cllr Malcolm Clements, Graham Kyte, Fred Harston, Mick Birkinshaw, John Craig, John Clare, Bill Newman (Chair, Royston & Carlton Community Partnership, and John Openshaw (Secretary).

In Attendance: Paul Jolley, Community Development Officer.

1. Apologies for Absence, Cllr Tim Cheetham, Martyn Guilcher, Rev Dr Matt Bullimore, Stephen Croft , and Howard Lavender.

2. Royston & Carlton Community Partnership

The chair welcomed the Chair of the Royston & Carlton Community Partnership who gave an overview of the community partnership its development from inception to the current date. Outlining the successes the partnership had delivered and supported since 1995. The aims and objectives of the Community Partnership and those of the Ward Alliance are similar and it was proposed that discussions take place on the future of the Ward Alliance and the Community Partnership over the following 12 months. This was agreed.

3. Declarations of Interest

None declared.

4. Correspondence & Communications,

None Received.

5. Notes of the previous meeting,

Members agreed that the notes of the meeting held on the 29th June were a true and accurate record.

6. Matters Arising

Royston Park, Community Orchard Project, Bill Newman reported on the work undertaken by volunteers within the Park together with the youth offending team. Lots of rubbish has been removed (15 to 20 bags). A proposal for the Rose Garden is to plant fruit trees within the Rose Garden creating a Community Orchard.

It was also reported that the trees along Coronation Drive have been crown lifted.

Members also asked about the French Drain in the area of the Rose Garden, The Chair to progress.

Environmental Enforcement, at a previous meeting it was suggested that the work of the environmental enforcement team be promoted on social media. Officers felt that this would raise further issues with the safety of individuals as many lived locally. There were a number of proposals put forward to address the concerns of the Ward Alliance. It was agreed that

quarterly statistical information be reported publicly to highlight the work of the Environmental Enforcement team in Royston.

Rabbit Ings Mick Birkinshaw reported on the visit to the site by the world renowned water conservationist, Rajenda Singh, who in March was awarded the Stockholm World water prize for his river restoration efforts in rural Asia. He visited the site to inspect the work undertaken by Yorkshire Water on the Sandybridge Dyke running through the site. Before leaving Rajenda Singh presented Mike with an Honorable Kashmiri Shawl, which conveys honour to the recipient in recognition of their work.

Royston Gala the presentation of cheques to the Darby & Joan Club and the Royston Dynamos has still to take place.

7. Area Council Update

The chair gave an update on the North East Area Council referring to the summary distributed with the meeting notes.

8. Project Updates

Allotments, No report available.

Royston Directory, the Community Development Officer distributed copies of the final draft of the directory with a proposal to print 6000 copies, this was agreed.

Summer Activities, the Community Development Officer reported that the activities delivered to date have been well attended with attendance figures higher than last year.

Celebrating Success, there is a great deal of volunteering undertaken in Royston, the Ward Alliance has supported many initiatives, it was proposed that we promote and celebrate these activities more. It was agreed that the Chair would draft a report for the local press.

Poverty Figures, following the receipt of poverty figures at a previous meeting it was proposed that a project be delivered to parents and young children in Royston, it was proposed that Homestart should be approached to develop a project targeted at Royston. This was agreed.

Volunteer Update

Church Street, Green Space has been cleaned up.

Park Pavilion Toilets, issues with the cleaning of the pavilion and its toilets were raised at a previous meeting, Cllr Clements agreed to contact Park Services.

Planters, the painting of the planters would be undertaken within the next few weeks. A survey of the planters and barrels was presented to the meeting. It was agreed the John Craig and The Community Development Officer would discuss the survey's findings.

The Wells, a proposal to approach the Neat team to undertake a regular sweeping of the Wells, this was agreed.

Plant Replacement, a recent report in the Chronicle highlighted vandalism to the planters at the Wells and the replacement of plants by Betty Fawcett and Sheila Graig, it was proposed that a letter of thanks from the Ward Alliance be sent to the individuals, and this was agreed.

Environmental Enforcement previously discussed under matters arising.

Litter Picks, the Community Development Officer distributed notices and flyers promoting the clean- up day planned for Sunday the 30th August, 1:30pm to 3:00pm, meeting at the park pavilion.

9. Funding Opportunities No new opportunities to report.

10. Early Years Provision and Children's Centres, No further information to report.

11. WW1 Commemorations. It was agreed that this item would remain on the agenda.

12. Ward Alliance Funding Update

The chair gave an update on the funding to date referring to the summary distributed with the meeting notes.

Applications Received,

- a) **Summer Activity Programme**, Delivery of Summer Programme £1,448.00
- b) **Royston Park, Community Orchard**, Cost of fruit trees £455.00
- c) **Royston Ward Alliance Directory**, Cost of publication and distribution £1081.00
- d) **Royston Jubilee Allotments**, the provisions of car parking and water supply £415.00
- e) **Christmas Event**, the provision of a band, catering and supplies (i.e. hot drinks and mince pies) £400.00

13. Ward Alliance Members Actions

Ward Alliance Funding, members to continue promoting the funding available.

French Drain in the area of the Rose Garden, The Chair to progress.

Celebrating Success, the Chair would draft a report for the local press.

Park Pavilion Toilets, issues with the cleaning of the pavilion and its toilets were raised at a previous meeting, Cllr Clements agreed to contact Park Services.

14. Any Other Business

Dial Funding, Initial funding for the project was for 6 months and runs out in October members raised concerns at timescale to allocate further funding. It was proposed that the monitoring information from the first few months of the project be reviewed and further allocations of funding be discussed at the September meeting. This was agreed.

Play Areas, Cllr Clements has reviewed the condition of plays areas across the ward, highlighting the condition of the Lynwood Drive play area. It was agreed to seek quotations for refurbishment of the current equipment.

Street Furniture, the community development officer requested the help of ward alliance members in undertaking an audit of the condition of street furniture within the area, lamp posts, signs, barriers etc, and items of concern to be reported to the community Development officer.

15. Decisions Agreed.

- a) **Homestart** should be approached to develop a project targeted at Royston.

- b) **Play Areas**, Lynwood Drive play area, to seek quotations for refurbishment of the current equipment.
- c) **Dial Funding**, allocation of continuation funding to be discussed at the September meeting.
- d) **Summer Activity Programme**, approve an allocation of £1,448.00
- e) **Royston Park, Community Orchard**, approve an allocation of £455.00
- f) **Royston Ward Alliance Directory**, approve an allocation of £1081.00
- g) **Royston Jubilee Allotments**, approve an allocation of £415.00
- h) **Christmas Event**, approve an allocation of £400.00

16. Date & Time of Next Meeting

The next meeting will be held on the **21st September 2015**, 6:30pm at The Grove

The Chair closed the meeting at 8:45pm

BARNSLEY METROPOLITAN BOROUGH COUNCIL

North East Area Council Meeting:

October 1st, 2015

Agenda Item 6

Report of North East Area Council Manager

North East Area Council (September 2015) Finance Update

NORTH EAST AREA COUNCIL - COMMISSIONING BUDGET FINANCIAL ANALYSIS - 2014/15 TO 2016/17								
Contract Name	Delivery Body	Start Date	Length of Contract	Total Cost of Contract	Commissioning Budget 2014/15		Commissioning Budget 2015/16	Commissioning Budget 2016/17
Base Expenditure					400,000		400,000	400,000
Parks Maintenance	BMBC	1st April 2014	1 Year	10,000	1,200	1,188	8,800	
Environmental Enforcement Project	Kingdom	4th August 2014	21 months	91,990	34,761	34,761	57,229	
	BMBC - Enforcement & Community Safety		21 months	18,883	9,876	9,876	9,007	
NE Environment Team Cudworth & NE	BCB	1st September 2014	18 months	135,000	60,055	60,065	74,945	
NE Environment Team Cudworth & NE Appro	BCB	1st August 2015	8 months	12,000			12,000	
NE Environment Team Monk Bretton & Royst	BCB	1st September 2014	18 months	135,000	60,055	60,065	74,945	
NE Environment Team Monk Bretton & Royst	BCB	1st August 2015	8 months	12,000			12,000	
Youth Development Grant	Various	03-Oct-14	Ongoing	100,000	8,016	8,016	76,984	15,000
Older People's Project	Royston & Carlton CP	01-Dec-14	9 months	20,000	7,929	7,929	9,536	2,535
Summer Internship Programme 2015/16 In Partnership with North- full contract £90,000	TBC		20 Months	45,000			30,000	15,000
Fit Reds & Fit Me Programme				£ 31,255.00			12,502	18,753
Shobability				£ 7,824.00			7,824	
Expenditure approved up to March 2015					181,891			
Expenditure approved up to March 2016							385,772	
Expenditure approved up to March 2017								51,288
In Year Balance					218,109		14,228	348,712
Balance Including Any Base Expenditure Not utilised in Previous Financial Year							232,337	581,049
				618,952				

Devolved Ward Budget Overview

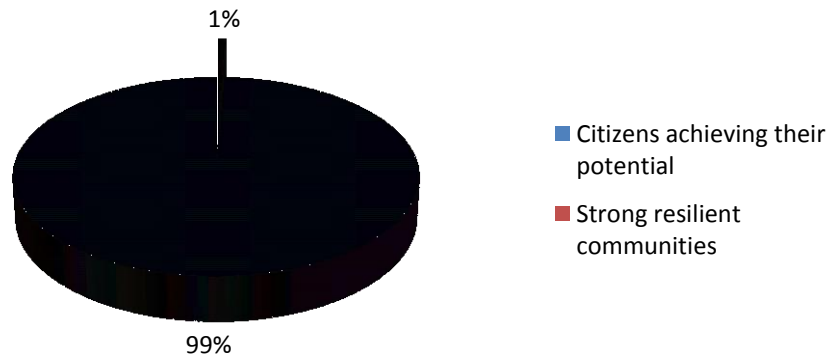
The North East Area Council has a Devolved Ward Budget grant allocation of £81,939.54 for the 2015 - 2016 financial year.

This allocation, broken down by Ward below, is made up of a £40,000 allocation for 2015-2016, and a carry forward allocation of £41,939.54 from the 2014-2015 financial year.

2015/2016 DEVOLVED WB	Carry Forward 2014-15	2015-16 allocation	Full 2015-16 Allocation
NORTH EAST	£ 41,939.54	£ 40,000.00	£81,939.54
Cudworth	£ 9,705.56	£ 10,000.00	£19,705.56
Monk Bretton	£ 13,101.98	£ 10,000.00	£23,101.98
North East	£ 4,138.00	£ 10,000.00	£14,138.00
Royston	£ 14,994.00	£ 10,000.00	£24,994.00

To date, the North East Area Council has committed £50,801.80 of its £81,938.54 Devolved Ward Budget allocation, with £14,755.21 of this commitment being charged.

2015/2016 DEVOLVED WB	Allocation	Committed spend	Charged spend	Allocation remaining
NORTH EAST	£ 81,938.54	£ 50,801.80	£ 14,755.21	£ 31,136.74
Cudworth	£ 19,705.56	£ 6,650.00	£ 2,862.92	£ 13,055.56
Monk Bretton	£ 23,101.98	£ 11,450.00	£ 2,798.44	£ 11,651.98
North East	£ 14,137.00	£ 12,685.80	£ 7,799.95	£ 1,451.20
Royston	£ 24,994.00	£ 20,016.00	£ 1,293.90	£ 4,978.00



The Cudworth Ward has allocated £6,650 of its £19,705.56 Devolved Ward Budget allocation.

To date £2,862.92 of this allocation has been charged to the Ward.

Devolved Ward Budget Project	Allocation	Charged spend	Allocation remaining
x30 Hanging baskets	£1,650.00	£1,650.00	£18,055.56
Community Events Working Fund	£2,000.00	£ 395.84	£16,055.56
Working Fund	£2,000.00	£ 504.43	£14,055.56
Love Where You Live initiatives Working Fund	£1,000.00	£ 312.65	£13,055.56

The Monk Bretton Ward has allocated £11,450 of its £23,101.98 Devolved Ward Budget allocation.

To date, £2,798.44 of this has been charged to the Ward.

Devolved Ward Budget Project	Allocation	Charged spend	Allocation remaining
Working Fund	£2,000.00	£475.60	£21,101.98
x40 Hanging Baskets	£2,200.00	£2,200.00	£18,901.98
Community Events Working Fund	£2,000.00	£122.84	£16,901.98
Love Where You Live initiatives Working Fund	£1,000.00		£15,901.98

Fixed Height Barrier – Rotherham Rd	£2,500.00		£13,401.98
Installation of a Multi-Use Goal end in Carlton Park	£1,200.00		£12,201.98
Installation of decorative entrance at Monk Bretton park	£550.00		£11,651.98

The North East Ward has allocated £12,685.80 of its £14,138 Ward Budget allocation.

To date, £7,799.95 of this has been charged to the Ward.

Devolved Ward Budget Project	Allocation	Charged spend	Allocation remaining
Shafton Green – proposed footpath	£2,185.80		£11,952.20
Working Fund	£2,000.00	£299.95	£9,952.20
Heritage bench in Brierley	£1,000.00		£8,952.20
Brierley Community Caretaker	£2,500.00	£2,500.00	£6,452.20
Great Houghton Community Caretaker	£2,500.00	£2,500.00	£3,952.00
Shafton Community Caretaker	£2,500.00	£2,500.00	£1,452.20

The Royston Ward has allocated £20,016 of its £24,994 Devolved Ward Budget allocation.

To date, £1,293.90 of this has been charged to the Ward.

Devolved Ward Budget Project	Allocation	Charged spend	Allocation remaining
The Wells Hanging Baskets	£1,320.00		£23,674.00
Royston Park – Additional Car Parking	£9,470.00		£14,204.00
Working Fund	£2,000.00	£400.07	£12,204.00
Love Where You Live initiatives Working Fund	£1,000.00		£11,204.00
Community Events Working Fund	£2,000.00	£557.83	£9,204.00
Flame Flower Fencing Panels – Midland Road	£1,290.00		£7,914.00
Improvements to the Footpath at the Green, Royston	£1,750.00		£6,164.00
Royston's Got Talent	£336.00	£336.00	£5,828.00
Royston Band Stand	£850.00		£4,978.00

Ward Alliance Fund Budget Overview (Includes Public Health Funds)

The North East Area Council's Ward Alliances has a Ward Alliance grant allocation of £92,047 for the 2015-2016 financial year.

This allocation, broken down by Ward below, is made up of a £40,000 allocation for 2015-2016, and a carry forward allocation of £52,046 from the 2014-2015 financial year.

2015/2016 DEVOLVED WB	Carry Forward 2014-15	2015-16 allocation	Full 2015-16 Allocation
NORTH EAST	£ 52,046	£ 40,000.00	£ 92,047.00
Cudworth	£ 10,290	£ 10,000.00	£ 20,290.00
Monk Bretton	£ 9,135	£ 10,000.00	£ 19,135.00
North East	£ 15,270	£ 10,000.00	£ 25,270.00
Royston	£ 17,352	£ 10,000.00	£ 27,352.00

The Cudworth Ward has allocated £14,181.20 of its £20,290 Ward Alliance allocation.

The Cudworth Ward does not have any Public Health funding for the 2015/16 financial year.

To date, £1,568 of this has been charged to the Ward.

The Cudworth Ward has **an allocation of £19,790** remaining.

The projects have declared a total of 1016 volunteer hours which equates to the equivalent monetary value of £11,267.44

Ward Alliance Fund Project	Allocation	Charged spend	Allocation remaining
Barnsley Neighbourhood Watch Liaison Group – CCTV	£500.00	£500.00	£19,790.00
Darfield Rd Community Centre – Cudworth Achievement Awards 2015	£918.00	£918.00	£18,872.00
Cudworth Summer Holiday Activities	£1,000.00	£150.00	£17,872.00
Cudworth Citizens Advice Bureau	£1,550.00		£16,322.00
Cudworth What's on Guide	£1059.00		£15,263.00
Snoopy Youth Group – Smart Art	£300.00		£14,963.00
Cudworth Food Bank	£600.00		£14,363.00
Robert Street Allotment – New signs	£499.20		£13,863.80

Cudworth Environment Group – Tea in the Park Gala 2016	£500.00		£13,363.80
Cudworth Winter Health Fayre	£945.00		£12,418.80
Cudworth Christmas Event	£6,310.00		£6,108.80

The Monk Bretton Ward has allocated £7,500 of its £19,135 Ward Alliance allocation.

The Monk Bretton Ward has £494.91 of Public Health Funds remaining which is included in the total allocation for 2015/16.

The Monk Bretton Ward has a total of **£11,634.80** Ward Alliance Funding unallocated.

However, as the Monk Bretton Ward Alliance Secretary has had a bursary of £125 to date, this leaves the actual allocation of Ward Alliance funding to allocate at **£11,509.80**

The projects have declared a total of 1816 volunteer hours which equates to the equivalent monetary value of £20,139.44

Ward Alliance Fund Project	Allocation	Charged spend	Allocation remaining
Friends of Carlton Park Gardening Club - Horticultural Design Training		This project has since been cancelled and the grant has been returned	
One Stop Shop - Exercise Classes & Groups	£2,025.00		£17,110.00

Arthritis Care - Introduction to IT	£727.20		£16,382.80
Carlton Bowling Club - Bowling Green Sleeper Replacement & Path Repair	£1,940.00		£14,442.80
Lundwood Gala	£1,000.00		£13,442.80
Summer Holiday activities 2015	£980.00		£12,462.80
West Green Junior FC – Goalposts	£828.00		£11,634.80

The North East Ward has allocated £7,871 of its £25,270 Ward Alliance allocation.

The North East Ward has £3,110 of Public Health Funds remaining which is included in the total allocation for 2015/16.

The North East Ward has a total of **£17,399.00** Ward Alliance Funding unallocated.

The projects have declared a total of 1,86 volunteer hours which equates to the equivalent monetary value of £19,806.74

Ward Alliance Fund Project	Allocation	Charged spend	Allocation remaining
Citizen's Advice Bureau	£100.00		£25,170.00
Shafton Bowling Club - Lawn Mower Refurbishment & Junior equipment	£410.00	£410.00	£24,760.00
Barnsley Neighbourhood Watch Liaison Group	£1,061.00	£1,061.00	£23,699.00

Royal British Legion – War Memorial	£604.00	£604.00	£23,095.00
Red Dragon Karate Club	£500.00	£500.00	£22,595.00
Great Houghton Village Hall Committee - Fund Day 2015	£760.00		£21,835.00
Public Information Resources	£3,986.00		£17,849.00
Friends of St Paul's Churchyard - Brierley Christmas Tree & Event	£450.00		£17,399.00

The Royston Ward has allocated £8,659.83 of its £27,352 Ward Alliance allocation.

The Royston Ward has £3,096 of Public Health Funds remaining which is included in the total allocation for 2015/16.

The Royston Ward has a total of **£18,692.17** Ward Alliance Funding unallocated.

The projects have declared a total of 794 volunteer hours which equates to the equivalent monetary value of £8,805.46

Ward Alliance Fund Project	Allocation	Charged spend	Allocation remaining
Website domain name	£37.15	£37.15	£27,314.85
Royston Health Fayre	£781.68	£781.68	£26,533.17
Citizen's Advice Bureau	£2,030.00		£24,503.17

DIAL Outreach – Royston project	£540.00		£23,963.17
Royston Gala & Dynamos presentation	£1043.00		£22,920.17
Royston Darby & Joan Club	£500.00	£500.00	£22,420.17
Barnsley NW - CCTV Security camera kit	£1,200.00	£1,200.00	£21,220.17
Rabbit Ings Country Park -Summer Holiday Activities	£1,448.00		£19,772.17
DIAL Outreach Project (phase 2)	£1,080.00		£18,692.17

This page is intentionally left blank

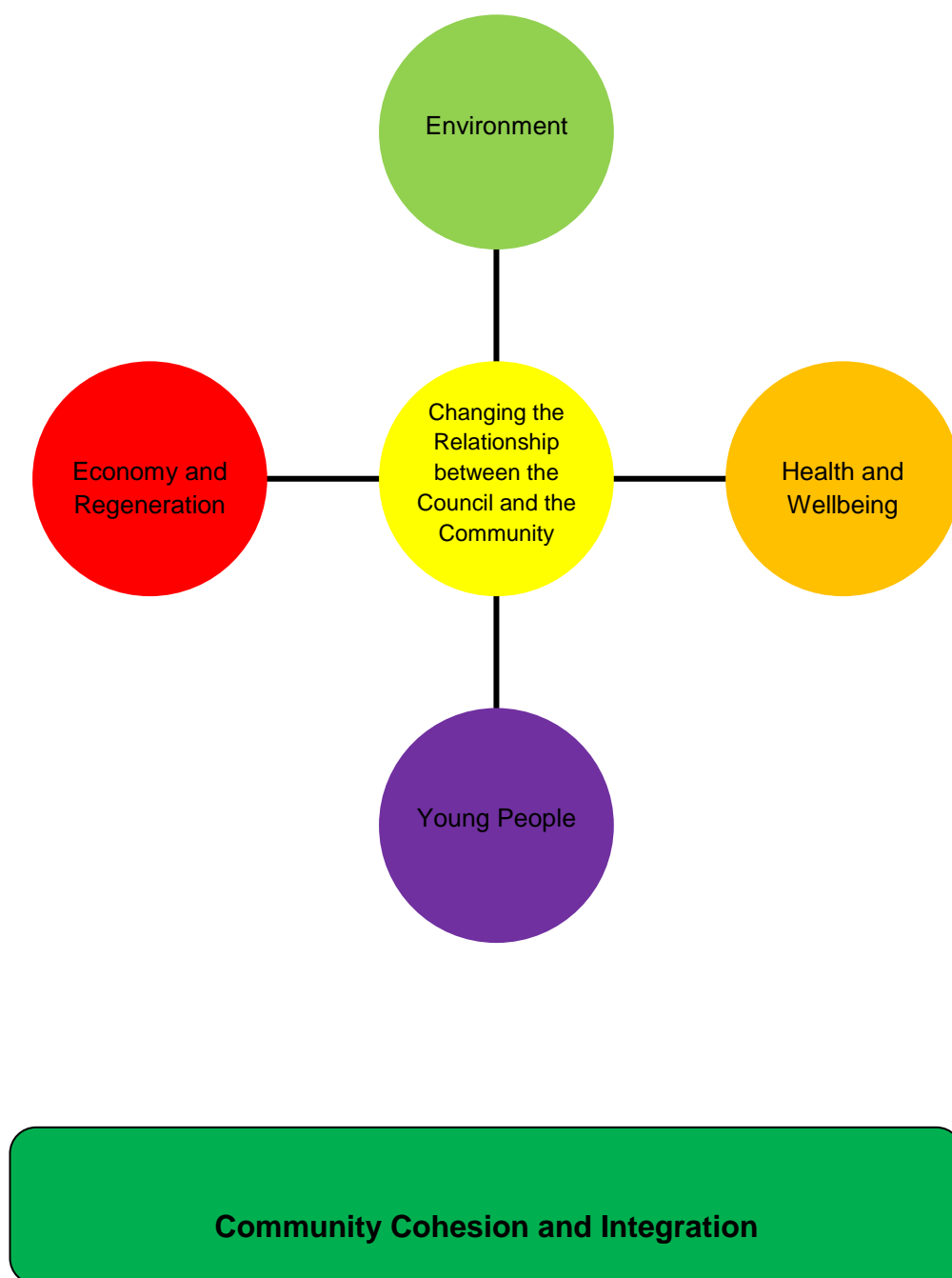
Agenda Item: 7

**NORTH EAST AREA COUNCIL
Project Performance Report**

October 2015

Introduction

The North East Area Council Priorities



North East Area Council

The table below shows the Providers that have now been appointed to deliver a series of services that address these priorities, and deliver the outcomes and social value objectives for the North East Area Council. It can be noted that a number of projects are still in the development phase.

	Service	Provider	Contract Value/length	Contract start date
Environment	North East Environment Team – Cudworth and North East	Barnsley Community Build	£135,000 18 months	1 st September 2014
Environment	North East Environment Team – Monk Bretton and Royston	Barnsley Community Build	£135,000 18 months	1 st September 2014
Environment	Environmental Enforcement	Kingdom Security	£91,990 21 months	4 th August 2014
Environment	Environmental Enforcement	BMBC Enforcement and Community Safety	£18,883 21 months	4 th August 2014
Economy and Regeneration	Rapid Response Team	Barnsley Community Build	£24,000	1 st August 2015
Young People	Summer Holiday Internship 2015	C&K Careers	£45,000 20 months	9 th March 2015
Young People	Youth Development Grant	Local Community Groups and Organisations	£100,00 ongoing	3 rd October 2014
Health and Wellbeing	Shopability	Barnsley Community Foundation	£7,824 6 months	1 st September 2015
Health and Wellbeing	Fit Reds	Barnsley FC	£19,655 18 months	1 st October 2015
Health and Wellbeing	Fit Me	PSS Health Trainers	£11,600 18 months	18 th September 2015

PART A - OVERVIEW OF PERFORMANCE

To date 3 contracts have formally completed their contract monitoring and contract management reporting. The following tables therefore reflect the overview of performance of 3 contracts only. These contracts are Barnsley Community Build – 18 months, Latest Quarter, Kingdom Security Year 1, up to Quarter 4 and C and K Careers 2015/16 - 20 months, up to Quarter 2.

Environment: North East Environment Teams

Performance Indicator	Achieved
Number of Black bags collected	2641
Number of Hot Spots cleared	41
No of tonnes of green waste removed	150
Number of compliments received	56
Number of Volunteering events supported	20
Number of Apprentices gain employment	17 (since the beginning of the Contract))

Environment: Enforcement

Performance Indicator	Target	Achieved to date
Patrol Hours completed	900	100%
No of litter and dog fouling FPNs issued	N/A	137
No of parking PCNs issued	N/A	28
Payment rate for dog fouling and litter FPNs	N/A	78%
Payment rate for parking PCNs	N/A	NA

Young People : C and K Careers

Performance Indicator (combined with North East)	Target	Achieved to date
Summer internship to be delivered over summer 2015	120	86 Students
Development of five year plans tailored to the needs of students	120	
Improved confidence and self-esteem of students	120	

Part B - Summary performance management report for each service

Barnsley Community Build

1st June 2015 to September 1st 2015

	RAG
Environment	
Satisfactory quarterly monitoring report and contract management meeting.	●
Milestones achieved	●
Outcome indicator targets met	●
Social value targets met	●
Satisfactory spend and financial information	●
Overall satisfaction with delivery against contract	●

Since June 1st, 2015 until September 1st 2015, in the Cudworth and North East Wards:

- 669 bags of litter were collected
- 14 Hot Spot areas have been cleared across both Wards
- 75 tonnes of Green Litter were removed
- 11 compliments have been received

Since June 1st, 2015 until September 1st 2015, in the Royston and Monk Bretton Wards:

- 563 bags of litter were collected
- 6 Hot Spot areas have been cleared across both Wards
- 9 tonnes of Green Litter were removed
- 5 compliments have been received

The contract has significantly helped to maximise employment opportunities in the local communities, and **to date 17 of the apprentices**, who were part of a rolling programme, **have gained full time employment**. There is also a Volunteer working with the Environment team, for 4 days a week and young man has worked with the Teams as part of his work experience for 6 weeks during the summer holidays.

Positive feedback has been received from local residents with regard to the quick response by both Teams to deal with Hot Spot areas.

Hot Spot areas were identified to clean out the storm drains on the High Streets, which are often severely compacted with dirt and debris. This will help to ensure that rain water can run away effectively. The photographs below were taken of the storm drain clearance on the High Street in Lundwood.



North East Environment Team**Apprentice Case Study**

David attended school regularly; but he would describe himself as not very academic, so school was something of a boring place to be. While he did not get into too much trouble he just felt that there was more interesting things he could be doing and did not pay much attention to his studies.

David joined the team at BCB as an apprentice, with a mixture of results, while he completed all his functional skills the NVQ'S and diploma classroom activities were not his strong point. He enjoyed the more practical aspects of the apprentice course. David has been on a rota system while he has been at BCB covering all the sites that we deal with. He has done ground works, building, and most recently joined the Environment Team for the North East Area Council. His team mates were John Dever and Andy Robinson, their testimony is that he has integrated into the team well; he uses his initiative and is really helpful when out in the van. Since joining the team his attendance and time keeping has improved, he no longer takes odd days off and is always here ready to join the team when they leave at 7.30 am; timekeeping was something that he struggled with when he was on site with BCB at other depots.

David has become a valued member of the team and once again we find that these apprentices shine when put into an environment that they would probably not have chosen to be in. Whilst out with the team David has done volunteering days and is always eager to engage in new roles to broaden his outlook, this type of work is now something that he may consider in the future.

When the apprentices join the environment team they are expected to start at 7.30 am, this is one hour earlier than if they were on another site or even if they were in the College, and they also return from their days work later than if they had been in College all day, so they put more commitment into the role they play when they are with the Environment Team. Before joining the Environment Team, David was due to be reviewed by the College staff for his attendance and time keeping and may have found himself with either a verbal or written warning, since being with the Team he has not missed any days and his time keeping has improved significantly.

Well Done David.

Rapid Response Team

The Rapid Response Team is now fully operational and assisting the Cudworth and North East and Monk Bretton and Royston Environmental Teams with cleaning up Hot Spot areas.

Kingdom Security - Quarter 4 report received on August 4th 2015

Environment		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	●
Health and Wellbeing	Milestones achieved	●
	Outcome indicator targets met	●
	Social value targets met	●
Economic Regeneration	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

A comprehensive Quarter 4 (May 2015 to July 2015) monitoring report was submitted by Kingdom Security on August 4th, and a subsequent contract performance management meeting was held on 10th August 2015.

As illustrated in the table above, there is overall satisfaction that Kingdom is performing well and is making good progress in line with the contract.

Overview.

The North East Area is contracted to 2 x officers, this equates to 900 hours. Over the Fourth quarter, 900 hours were achieved which is 100% of the contracted hours.

To date 137 FPN's and (28 PCN's for parking) have been issued in the area. 123 of these have been for littering offences and 14 for dog fouling offences. Research on CIVICA, although not 100% accurate shows that to date 78 % of the revenue has been raised from the notices in the North East area. The FPN numbers have decreased ever so slightly over the last few months. This could be apportioned to more high profile patrolling and education from the recent court results demonstrating the robustness of pursuing offenders who fail to pay. Officers continue to concentrate their patrols around intelligence led information from the tasking process and also from complaints on the street from the community at large. To date this Fourth quarter complaints and operations are on going and continue to be reported and attended. We continue to give a quick response to the complainant and

informant re offences committed. We can cope with more complaints and issues than that so far reported.

NORTH EAST	Contracted Hours	Hours Achieved	Hours patrolled in area	Royston	Monk Bretton	Cudworth	North East
Week 04/05/15	75	75	75	24	15	20	16
Week 11/05/15	75	75	75	10	24	26	15
Week 18/05/15	75	75	75	30	6	7	32
Week 25/05/15	75	75	75	12	23	20	20
Week 01/06/15	75	75	75	32	5	4	34
Week 08/06/15	75	75	75	24	15	20	16
Week 15/06/15	75	75	75	15	24	26	10
Week 22/06/15	75	75	75	30	7	4	34
Week 29/06/15	75	75	75	10	24	26	15
Week 06/07/15	75	75	75	15	24	26	10
Week 13/07/15	75	75	75	24	15	20	16
Week 20/07/15	75	75	75	10	24	26	15
Week 27/07/15	75	75	75	11	24	30	10
Total	900	900	900	223	215	235	227

A number of prosecutions files have been submitted for Littering and Dog Fouling. To date offenders have paid prior to attending, pleaded guilty or found guilty on attending. There has been a 100% success rate at Court and the next batch for court appearance is 31st July 2015.

The Revenue Raised thus far from FPN's (Fouling and Littering) from commencement of the contract until end of July 2015 is **£19,489.10**

Revenue from the PCN's issued for parking contraventions is not readily available at this time.

NORTH EAST	FPN Litter	FPN Dog Foul	pcn Parking	total	Royston	Monk Bretton	Cudworth	North East
Week 04/05/15	19	1	2	22	6	4	6	6
Week 11/05/15	4	2	3	9	4	3	2	0
Week 18/05/15	4	0	2	6	1	1	2	2
Week 25/05/15	6	1	0	7	2	1	2	2
Week 01/06/15	12	3	3	18	2	6	4	6
Week 08/06/15	17	3	0	20	5	4	5	6
Week 15/06/15	11	1	4	16	6	6	4	4
Week 22/06/15	9	0	4	13	7	5	0	0
Week 29/06/15	7	0	0	7	0	0	4	3
Week 06/07/15	11	0	5	16	6	0	6	4
Week 13/07/15	10	2	3	15	5	3	2	5
Week 20/07/15	6	1	2	9	3	3	0	3
Week 27/07/15	7	0	0	7	2	2	1	2
Total	123	14	28	165	49	38	38	43

Added Value.

We have attended a number of action days along side the GEO's and Police/CIIT teams to do general sweeps of the area for littering, dog fouling and parking.

We have also attended some community events in Cudworth and Royston on an educational and advisory capacity regarding enforcement of environmental crime and showing the human face of enforcement.

We have worked in collaboration with NHW re installing cameras into properties with the consent of a complainant to capture offences occurring. To date we have two FPN's issued as a direct result of evidence gathered by this method.

4 x Fly Tipping offences reported over this quarter by Kingdom officers whilst out and about on patrol. These have been reported to environmental services and together we have gathered evidence for the ongoing investigation which continues. The partnership develops as we are co-terminus which clearly assists.

We are being asked to generate 'Litter Picking' days for those juveniles within the community who have committed the offence. Under the restorative restoration scheme they will be subjected to this by agreement of the Parent or Guardian. These days may be overseen by Kingdom Staff.

C&K Careers

Young
People

Health and
Wellbeing

Economic
Regeneration

	RAG
Satisfactory quarterly monitoring report and contract management meeting.	●
Milestones achieved	●
Outcome indicator targets met	●
Social value targets met	●
Satisfactory spend and financial information	●
Overall satisfaction with delivery against contract	●

C and K Careers are currently producing their Summer Delivery Report. The North East Area Council and the North Area Council are running this commission in partnership, and below is a break down of the School which the young people originated from:

School	Number of Young People Attending
Shafton ALC	24
Carlton Community College	25
Holy Trinity	11
Hemsworth	2
Darton College	24

The Chair of the North East Area Council was able to visit The Core during the summer and experience first hand the learning experiences that the young people were able to gain from the C and K Employability for under 16's programme. The students were also able to take part in a wide range of employment activities across the Borough.

The Celebration Event took place on Tuesday September 15th at the Shaw Lane Sports Centre in Barnsley and was well attended by the students, parents, teachers and employers. The Students gave very positive feedback about the experiences they had received during the initiative and how it had improved their self confidence and ability to be able to write CV's. They felt better equipped to consider and follow

their future career choices, both the parents and the young people said they would recommend it to other young people in the future.

A summary of the Students comments and Employers comments are listed as follows:

Student Comments

A positive experience. I am more open minded now as to my future. I am more confident and know what I want to do in the future now.

It has helped greatly with confidence - knowing I can deal with new people, adults and children.

Time has gone really quickly. I can't believe it is Friday already

I feel I have progressed as a person. I feel I have been growing.

It was better than I expected. I feel more confident about working with new people and doing new things.

I've learned that I am capable of catching the bus in the morning to get there on time. I feel the project has given me more of a grown-up attitude.

The project has encouraged me and given me more confidence for the future.

My parents have been impressed at me getting up and getting there on time.

It has confirmed what I want to do for a career.

It has made me more optimistic "all the doors in my brain have opened. I will keep an open mind"

It has given me more ideas for the future and I know more about how to find out about different careers.

I really enjoyed my placement and would have liked it to be 2 weeks instead of 1.

The placement has helped me look at my future plans and possibly consider Graphics as a future career.

I feel a lot more confident and more willing to take on opportunities when back in school.

Without the training I wouldn't be able to go on placement as I did not have the confidence I do now. I found the teamwork and developing communication skills particularly useful.

It has pushed me to achieve greater things.

I will now be more tolerant to Retail staff as I know what it is like.

Libraries are more complicated than I first thought.

I have realised there are a lot of jobs out there that are quite interesting.

It has given me more of an insight into the working day and how to behave in the work place.

It has changed my thinking about the age range of children I want to work with.

I found connecting with the children easier than I thought it would be.

I found out more about work and organisations and not to be “one track” about career choice.

I learned that work isn't as easy as it seems. It can be hard e.g. if you've spoken to someone on the phone you have to remember what has been said and take notes for records.

Employer Comments

Worked hard throughout the week and made progress each day. She was willing regarding tasks given and was always punctual. *Playmania*

Showed great independence throughout and worked brilliantly with the animals even though he had never been around horses *Rockley Equestrian Centre*

Very confident in coping with adult work scenarios. H is fun to work with and has a kind and caring nature. She is good at working creatively. She is a credit to her parents and her school. *Lounge Hopper*

Very pleasant young person, happy, co-operative, polite and punctual *Sykes Garage*

Has a positive attitude to work and completed all tasks with no trouble *Script Media*

D was fantastic..., a great example of a work placement student. She was more than we expected and we miss her already *Peekaboo Day Nursery*

Got stuck in from Day 1. Used her initiative and was able to supervise group activities really well *Peekaboo Day Nursery*

An excellent student. A bit quiet but think this will improve with confidence and time *Lesley Francis Hair Studio*

Has fitted in well. Polite and eager to learn *Barnsley FC Community Sports and Education Trust*

S has gained confidence with communication within the workplace as well as the ability to work more on her own initiative *Script Media*

J has been an asset to the Reserve in the short time he has been here. He is interested, articulate and very capable in all he does. He is a credit to his school and the project. He is welcome to join us as a volunteer any time. We'd like to thank him for all his hard work *RSPB*

Excellent student. Undertook all tasks with enthusiasm *Playmania*

C has been fantastic. She gets on with all staff and works hard. She is polite and helpful with customers and always has a smile *The Entertainer*

M has been very friendly and worked hard *Morrison's*

A is polite and a pleasure to work with. *BMBC Waste Management*

It was pleasing to know that S had visited our website before attending to find out about our organisation *Priory Campus*

J has shown 100% commitment and is enthusiastic in his approach at all times. I think it is a great and positive action taken by J to actively do work experience in his own time *Berneslai Homes Construction*

Very impressed all round *Berneslai Homes Construction*

It can be noted that several of the young people have been offered apprenticeships and Saturday jobs as a result of the initiative

C and K Careers will give a detailed presentation to the North East Area Council meeting on October 1st 2015

Caroline Donovan
North East Area Council Manager
October 2015

BARNSELY METROPOLITAN BOROUGH COUNCIL

North East Area Council Meeting:
October 1st, 2015

Agenda Item: 8

Report of North East Area Council
Manager

Employability for under 16's Initiative – Summer 2016**1. Background**

- 1.1 At the North East Area Council meeting held on December 4th, 2014 the Councillors agreed that the North East Area Council approved the Employability for Under 16's Summer Holiday Internship initiative 2015, working in partnership with the North Area Council, at a cost of £45,000 per Area Council.
- 1.2 Comprehensive feedback had been received with regard to the success of the initiative through the regular Performance Monitoring Reports submitted by the Area Manager, and through a presentation given to the North East Area Council by C and K Careers.
- 1.3 The feedback includes very positive statements supporting the value of this initiative from the young people taking part, the employers and the parents and guardians.
- 1.4 Members are asked to consider whether they would like to recommission the Employability for Under 16's initiative for the summer of 2016.
- 1.5 If the initiative is to be recommissioned it will need to be advertised and a full procurement process will be necessary. Additionally the initiative will need to be advertised in November 2015, to ensure that a service provider is in place to deliver preparatory work during the Spring term of 2016.

2. Recommendations

- 2.1 **Members are asked to give consideration to the performance update presentation by C and K Careers at the beginning of the meeting.**
- 2.2 **Members are asked to confirm if they wish the Employability for Under 16's 2016 Contract to be advertised at a maximum Contract value of £45,000.**
- 2.3 **Members are asked to acknowledge that there may be an opportunity to run this initiative in partnership with the North Area Council. This approach has been identified as Good Practice in order to maximise outputs and outcomes, and to achieve Best Value.**

Officer Contact:

Caroline Donovan

Tel. No:

01226 773013

Date:

October 1st, 2015

This page is intentionally left blank

BARNSELY METROPOLITAN BOROUGH COUNCIL**North East Area Council****Meeting:****1st October, 2015****Agenda Item: 9****Report of North East Area Manager****The North East Area Council `Home Grown Apprentices` Scheme****1. Purpose of the Report**

To provide an update on the proposed Home Grown Apprentices Scheme, as previously agreed to be taken forward at the meeting of the North East Area Council held on June 11th, 2015 (NEAC 30.7.2015).

2. Background

The proposal is to develop a pilot initiative that would commission a Horticultural Apprenticeship scheme, which would work closely with Parks Services in the local area. There would be one Supervisor and three apprentices, and the scheme would run for 12 months, with an option to extend for a further year subject to the satisfactory achievement of outcomes measures and outputs. The apprentices would learn about flowers, shrubs, shrub bed maintenance, keeping the path ways edged and clear of detritus, and Health and Safety with regard to both the maintenance of play equipment in the Park and all green spaces in the Park. The apprentices would be involved in Love Where You Live Volunteering initiatives, and other Social Action activities in the Parks such as the School Holiday activities organised through the Ward Alliances, Community Clean Ups, Galas and Proms. The apprentices would also link in with any Lets Grow initiatives in the local communities. Additionally It would be possible for local people to gain work experience through this initiative.

NPS Barnsley recommended that the best way to take this initiative forward would be through a Service Level Agreement with Parks Services. Following subsequent meetings held with Parks Services and NPS an attached draft Service Level Agreement, to include both General Conditions and Standard Work Specifications has been drawn up.

3. Recommendations

- (I) That Members approve the Service Level Agreement with Parks Services for the Home Grown Apprentice Scheme, at a cost of £98,000 per annum.**
- (II) That Members approve using an established Barnsley MBC Service to deliver this initiative**

Officer Contact:

Caroline Donovan

Tel. No:

01226 773013

Date:

October 1st, 2015

Attachments

- Appendix A Home Grown Apprentices Service Level Agreement
- Appendix B Home Grown Apprentices General Conditions
- Appendix C Home Grown Apprentices Standard Work Specifications

SERVICE LEVEL AGREEMENT BETWEEN THE NORTH EAST AREA COUNCIL AND BARNESLEY MBC PARKSSERVICE

AGREEMENT IN RESPECT OF THE PROVISION OF HORTICULTURAL PARK APPRENTICES CALLED THE `HOME GROWN APPRENTICES` SCHEME ACROSS THE FOUR WARDS OF THE NORTH EAST AREA COUNCIL

1. INTRODUCTION

1.1 The local environment has been highlighted as a major cause of concern by local residents across the four Wards of the North East Area Council. This is supported by the four Ward Alliances who have all highlighted the Environment as a priority for local consideration. Furthermore the respective Housing Steering Groups for the Wards both have an Environmental Budget which has been made available to improve the local environment around the Berneslai Homes Estates

Improvements to the environment in local Parks are also regularly discussed at local residents meetings, at the Councillors' surgeries and at the local street surgeries

1.2 To address the priorities of economies, regeneration and the environment the North East Area Council has decided to initiate an apprenticeship scheme working closely with Park Services

1.3 The apprentices will be known as the 'Home Grown Apprentices' Team

PART 1

2. GENERAL CONDITIONS

2.1 This document sets out the Service Level Agreement between the North East Area Council and Barnsley Councils Parks Service

3. OBJECT OF AGREEMENT

3.1 The North East Area Council wishes to give the opportunity to local people to undertake Horticultural Apprenticeships which will give both academic and practical experience in the Parks of the North East Area Council.

4. PERIOD OF THE AGREEMENT

4.1 The agreement will commence on 1st October 2015 for a one year period with the option to extend for a further year subject to the Parks Services achievement of outcomes, outcome measures and outputs.

5. THE PARTIES' OBLIGATIONS

- (a) The Parks Service agrees to provide the services specified in Part 2 of this agreement (Service Objectives and Specifications).
- (b) The North East Area Council agrees to make the payments specified in Part 3 of this agreement (Financial Arrangements).

6. PARTIES' REPRESENTATIVES

6.1 The North East Area Council and the Parks Service will each appoint a contact officer.

6.2 The role of the North East Area Council's contact officer is to:-

- (a) Be the initial point of contact within the North East Area Council for the Parks Service
- (b) Inform the Parks Service of any issues which may have an effect on the implementation of the service provision in this agreement
- (c) Set up a six weekly monitoring meeting with the Park Service contact officer to consider the information set out in Part 4 of this agreement.
- (d) Inform the Park Services of any change in the North East Area Council's contact officer.

6.3 The role of the Parks Service contact officer is to provide the information required under this agreement and to inform the North East Area Council's contact officer, in writing, if there is:

- (a) A change in the Parks Service contact officer.
- (b) The names of each of the apprentices and supervisor and any changes during the period of the Service Level Agreement..

6.4 Referrals and requests for work will be made through the Parks Officer and the Area Manager only, and at all times. This will ensure the smooth running of the Service, and accountability for monitoring, evaluation and audit purposes.

6.5 The parties' contact officers will be Caroline Donovan, Area Manager North East Area Council and Jo Birch, Parks Service Manager, or such officers as are appointed from time to time.

7. TERMINATION

7.1 The purpose of this agreement is formally to confirm both parties intention in respect of supporting the delivering of the service specified within the document. As such both parties are committed to the agreement in good faith and based upon current circumstances. However in addition to regular reviews both parties reserve the right to formally give six months' notice to

terminate this Agreement, in the event of a significant financial change which may render the agreement as not sustainable.

PART 2 – SERVICE OBJECTIVES AND SPECIFICATIONS

8. SERVICE FUNDED UNDER THIS AGREEMENT

A Horticultural Apprenticeship which will give both academic and practical experience in the Parks of the North East Area Council. The location of the service provided will be across the Wards of Cudworth, Monk Bretton, North East and Royston.

The Home Grown Apprentices Team will be responsible for the shrubs, shrub beds and grounds maintenance of the Parks. The Home Grown Apprentices Team will focus on maintaining and improving environmental standards in the Parks across the North East Area Council. Included in the commission will be the opportunity to work alongside the BMBC Parks Playground Team to ensure the safety of all the play equipment, benches and fencing.

The Apprentices will be expected to link in with local Love where You Live initiatives, and be involved in at least 12 Volunteering Events throughout the Year. They will also be expected to assist at Galas, Proms in the Park, and Yorkshire in Bloom events, which will include weekend working.

The Apprentices will enrol for a NVQ level 2, or equivalent, in Horticulture, preferably at Barnsley College

The Home Grown Apprentices Team will consist of one Supervisor and 3 Apprentices.

Reactive Work

The Parks Service will provide a flexible, reactive and responsive service. This could include, for example:

- pruning of vegetation
- shrub bed maintenance
- grass cutting
- strimming a grassed area
- keeping paths swept and clear
- painting of park furniture
- minor repairs to fencing
- removal of litter
- removal of dog fouling
- removal of epicormic growth
- hedge cutting

Please note this list is not exhaustive and there may be other functions required of a similar nature.

Social Action

The Home Grown Apprentices Team will provide a high visibility community enablement role and work closely with the Barnsley MBCs North East Area Team to support, and help to facilitate, opportunities for Volunteering through informal engagement. It will assist with the onsite co-ordination and delivery of the Volunteering initiatives. Effective communication and customer care values are therefore essential to inspire people who live and work in the area to Love Where You Live, which will be an integral part of maintaining these areas.

The Service will help to address local needs through encouraging people who live and work in the area to support Volunteering opportunities, and take a pride in their local area through informal engagement. Volunteers contributions will help to ensure a sustainable and welcoming environment and this will in turn increase the attractiveness of the Parks as places to visit.

Examples of the assistance that may be required at Volunteer Environmental Initiatives and Clean Up days are as follows:

- Use of machinery such as hedge trimmers, leaf blowers and strimmer's, digging as required, and the removal of any green waste, litter and debris.
- Cleaning areas before, and after, Galas and Community Events, and the removal of any litter and debris.

Please note this list is not exhaustive and there may be other functions required of a similar nature.

Additionally the Home Grown Apprentices Team will link in with the Cudworth Environment Community Group and the Friends of Monk Bretton Park, and any new Environmental Community Groups as appropriate. It should be recognised that Environmental Community Groups are an invaluable resource for the upkeep of the local Parks.

Scheduled Work

The Parks Service will also provide a high visibility litter picking and general maintenance schedule to the areas.

This schedule of work will include as required:

- litter removal
- grass cutting
- emptying bins in the area
- removal of dog fouling

- shrub bed maintenance
- weed and vegetation removal
- weed control (hoeing or mulching)
- improvements to park furniture

Please note this list is not exhaustive and there may be other functions required of a similar nature

Maps of the Shrub Bed locations can be provided on request.

Training

Training for employees will be the responsibility of the Parks Service, and will include:

- All Health and Safety training will be completed, to include Needle stick training.
- Appropriate machinery training will be given to include Tool Box Training, hedge trimming, pedestrian mowing, strimming and spraying.
- The Apprentices will be enrolled on an Horticultural NVQ Level 2 academic course
- Additionally there will be a two week training opportunity to work in a Park that has been awarded the Green Flag at Elsecar and Locke Park, split seasonally, so they experience different horticultural practices, and a one week training opportunity to work with the Playground fitters.

Seasonal Work

The Parks Service will be expected to tailor their work to suit seasonal variations in demand. This would therefore include, for example, leaf litter removal in the autumn as identified by the North East Team, seasonal planting of the flower beds, assisting with snow clearance and gritting during the winter, and support for Community Events and Community Clean Up days as required.

Matters to be reported

The Parks Service will be expected to act as the 'eyes and ears' in the community and be responsible for reporting other matters not within their scope of responsibility so that this can be actioned by the respective Council Service. This would include:

- Discarded needles
- Graffiti
- Fly Tipping
- Problems with trees that might require a tree surgeon
- Asbestos

Instructions on how these reports should be made will be provided.

Operational Development

We expect the service to operate from a local base and have a local presence in order to be able to respond to requests via a central point of contact and to maintain a local community presence. It is anticipated that the Home Grown Apprentices team will be based at the Royston Park Depot, subject to available space being confirmed.

The uniformed service will include both proactive and reactive functions through proactively working to flexible schedules and reactively responding to local requests.

The service will require, as a minimum, a team of one Supervisor plus three apprentices, and a suitable vehicle (see below).

It is anticipated that the service will maintain a high level of co-operation with the North East Area Team.

It is anticipated that in order to provide a high profile presence the Service the teams' normal working hours will be as follows:

March to October: 8 am to 5 pm Monday to Thursday
8 am to 4 pm Friday

October to February: 8 am to 4 pm Monday to Friday

There may be up to 12 times in the year when weekend working (Saturdays and Sundays 8 am to 5 pm) will be required to help with Community Events and Clean Up days.

It is anticipated that the Team will work outdoors in all weathers

Close working links will be made with the existing Community Caretaker provision in the Parish Councils of Great Houghton and Shafton.

Materials

It is expected that the set up, and ongoing, costs of materials, tools and equipment will be met by the Parks Service. The Parks Service will ensure that these materials, tools and equipment are well maintained and kept in a secure place. The Area Council will have a small budget available for community initiatives and appropriate equipment and will provide high vis jackets, gloves, paint, painting equipment, and black bags as required to support working with volunteers and other community initiatives.

Vehicle

It is expected that the vehicle provided will no more than 2 years old, on the day of the Service Level agreement, and in good working condition. The running costs,

including fuel, tax and insurance and maintenance, and storage will be provided by the Park Service

The vehicle will be white, and signed up to read `The North East Area Council working for you, serving the Wards of Cudworth, Monk Bretton the North East and Royston` in green letters. This will follow the `green` marketing theme for the area. It will also include the BMBC logo and `Love where You Live` and logo. Exact details for the sign writing will be provided.

PART 3 – FINANCIAL ARRANGEMENTS

9 FINANCE

- 9.1 The Parks Services will be paid £98,000 annually year for the provision of a one scale 5 supervisor and 3 apprentices (Living Wage salary of up to £12,500 per apprentice per year) ,—to include all salary costs, on costs, training costs, management support costs, vehicle, equipment and PPE costs. The sum of £24,500 will be paid quarterly in advance by journal transfer. Further payments will be on satisfactory receipt of monitoring and performance information as outlined in Part 4.

PART 4 – MONITORING ARRANGEMENTS

- 10.1 The Parks Service will provide to the North East Area Council information in respect of the Services set out in this Agreement and will:
- Collect, collate and report on a range of agreed outcomes (see below) as part of a six weekly report. This should also include the submission of 2 case studies (group, anonymised individual or illustrating good practice/innovative working) with photographs where appropriate.
 - Establish compatible systems to ensure effective management and performance management of the service. Information systems must comply with the requirements of the Data Protection Act,
 - Attend six weekly meetings with the Contract Manager to discuss the six weekly report and request any additional information or provide clarification if needed.
 - Submit an end of year report to the Contract Manager and North East Area Council
 - Attend North East Area Council meetings to discuss provision if requested

- Submit an end of Project report (including lessons learned) to be submitted 3 months before the contract end date.

10.2 Agreed Outcomes

Outcomes		
<i>(state outcome)</i>	<i>(evidence)</i>	<i>(Evaluation Methodology)</i>
<i>Inspire the local community to 'Love Where They Live'</i>	<i>Encourage, and inspire, people who live and work in the area to take a pride in their local environment.</i>	<i>Perception Surveys and Photographs every 6 weeks</i>
<i>Improve the local Parks environment</i>	<i>Background and Context, the environment has been highlighted as a key area of local concern.</i>	<i>Perception Surveys and Photographs every 6 weeks</i>
<i>Keep the Parks clean and well maintained</i>	<i>The Wards need to be kept clean and well maintained to provide a pleasant environment for people to live and work in, and to help to encourage the local community to take a pride in where they live.</i>	<i>Perception Surveys and Photographs every 6 weeks</i>
Increase skills and work experience at local level		
<i>Increase employment opportunities through apprenticeships</i>	<i>Create more opportunities for apprentices</i>	<i>Number of apprenticeships created</i>
<i>Increase the number of people taking an active part in voluntary activities in the community</i>	<i>Encourage people who live and work in the area to become more actively involved.</i>	<i>Number of engagement opportunities in Community Clean Ups and local community environmental initiatives. (A minimum of 12 per year)</i>

Complaints / Compliments		
<i>No. of Complaints received</i>	<i>To be quantified as received.</i>	<i>Collected through North East Area Team</i>
<i>No. of Compliments received</i>	<i>To be quantified as received.</i>	<i>Collected through Area North East Team</i>
Responsive Jobs		
<i>Number of jobs received</i>	<i>To be quantified as received.</i>	<i>Number of Client orders</i>
<i>Number of jobs completed</i>	100%	<i>Contractor's completed job records</i>
<i>Average response time (number of days)</i>	1 – 3 days	<i>Contact Point</i>
<i>Percentage (within specification)</i>	100%	<i>Contact Point</i>
Social Action		
<i>Number of Volunteering Opportunities supported</i>	<i>A minimum of 12</i> <i>To be determined at the Community Clean Ups, Proms and Galas</i>	<i>Photographs</i> <i>Photographs, Councillor feedback and participant's feedback.</i>
<i>Number of Volunteers supported</i>	<i>A minimum of 8 Case Studies to be completed</i>	<i>A minimum of 16 Case Studies to be completed</i>

PART 5 – DECLARATION

On behalf of the North East Area Council I confirm that I have read the agreement as set out above and the Council will comply with the terms and conditions contained within

Signed:

Date:

Name of authorised signatory for North East Area Council:

**Wendy Lowder, Interim Executive Director, Communities
Address:**

On behalf of Barnsley Parks Service I confirm that I have read the agreement as set out above and the Parks Service will comply with the terms and conditions contained within

Signed:

Date:

Name of authorised signatory for Barnsley Parks Service:

**Phil Hollingsworth, Locality Manager (North, North-East, South Areas & Parks Service) Stronger, Safer & Healthier Communities Business Unit
Communities Directorate**

North East Area Council Home Grown Apprentices Team

GENERAL CONDITIONS

1.1 Standard of Work

All operations shall be undertaken in a professional manner and in accordance with the principles of good practice. The standard of the finished works shall be in keeping with this requirement and to the satisfaction of the Supervising Officer.

1.2 Labour

The Contractor shall provide all skilled and unskilled labour necessary for the due completion of the works.

1.3 Competent Person

The Contractor shall ensure that a Foreman, Chargehand or other competent person shall be present on site at all times when the works are in hand. Such competent person shall be capable and authorised to accept day to day instructions from the Supervising Officer and to ensure that they are effectively carried out by the personnel under his charge.

1.4 Exclusion from the Works

The Supervising Officer may (but not unreasonably or vexatiously) issue instructions requiring the exclusion from the works of any person employed thereon.

1.5 Plant and Tools

- a) The Contractor shall provide all tools, plant, equipment, transport, fuel and other appliances required for the proper completion of the works.
- b) All tools, materials, plant and equipment used on the works will be used in a professional manner and will comply with all appropriate legal and safety requirements.

1.6 Cleaning Up

The Contractor shall clear away all rubbish and debris from all operations as the work proceeds. All areas are to be left clean and tidy on completion of each day's work. On completion of the Contract shall remove all structures used in connection with the works, clean up and leave the site in a clean and tidy condition and make good any damage. The Employer reserves the right, in all cases to make alternative arrangements for the rectification of such damage, using his own or any other agency. In such cases the cost of the alternative arrangements shall be deducted from any monies due to the Contractor.

1.7 Recycling

The Contractor is to allow for the separation of recyclable and non recyclable material so that the Council is limiting the amount of spoil going to landfill.

1.8 Records and Record Keeping

The Contractor is to ensure that he maintains records of performance measures and shall ensure that all information requested by the Council's is available

North East Area Council Home Grown Apprentices Team

STANDARD WORK SPECIFICATIONS

BILL NUMBER 1

Responsive Service Specifications

1.1 General

The Contractor shall provide a responsive service to for improvements in the Parks of the North East Area Council as per the enclosed examples. Please note this list is not exhaustive and there may be other functions required of a similar nature.

1.2 Vegetation Clearance

The Contractor shall cut down, grub up stumps, collect and remove to an approved tip in areas directed by the Supervising officer, all , bushes, scrub, long grass and weeds as indicated and in the job order and not specifically scheduled for retention, to leave a clean surface.

1.3 Removal of Epicormic Growth and Suckers

Description: Epicormic growth is twiggy shoot growth which appears to grow from the bark surface and which grows on some species of trees notably lime and sycamore. It often grows from the base or on the stem or in the crown as a reaction to heavy pruning.

Reason: This growth, particularly around the base of the tree can cause an obstruction where it is close to footpaths, driveways or the road. Also it may be removed for aesthetic reasons. This type of maintenance will often have to be done annually as the shoots soon regrow.

Specification: Epicormic growth less that 20mm in diameter should be pruned cleanly back to its point of origin, avoiding damaging the bark of the tree. Growth greater than 20mm should be cut back to avoid damage to the branch bark ridge and collar. This must be carried out using a sharp handsaw or secateurs. On no account should a chainsaw be used in this operation. All shoots must be removed back to but not into the branch collar leaving no projections or exaggerating the size of the wound

1.4 Hedge cutting

The Supervising Officer will instruct the Contractor as when which hedges require this operation.

Key Aims

- To provide neatly clipped hedges which are weed free.
- To prevent hedges affecting footpaths or vision splays.

1.5 Equipment

- a) The Contractor will use sharp secateurs, shears, or hand held reciprocating mechanical cutters to cut the hedge. Permission from the Authorised Officer is to be obtained if the Contractor wishes to use any other type of equipment.
- b) All equipment is to be kept sharpened to achieve a neat clean cut; any chewed or torn growth will not be accepted.

1.6 Method of Cutting

- a) Cutting will be to remove current seasons growth, so as to encourage a stable hedge with a straight level even appearance to top, sides and ends.
- b) The hedge is to be cut back to the same height, width and general shape as that which existed at the completion of the last approved cut,
- c) All arising's, including clippings lodged in the hedge will be cleared from site at the end of each working day and disposed of to an approved disposal site.
- d) Any rogue plants, such as elderberry, are to be completely removed

1.7 Stimming of Grassed Areas

The Contractor shall strim back vegetation within the specified area to obtain a height of 100mm to 150mm over the whole area. Any weed growth, such as nettles, from adjoining properties/land that overhangs the grass areas indicated is to be cut back flush to the boundary on each occasion.

On no account are strimmer's to be used directly adjacent to trees, shrubs or other features and the Contractor should make provision for hand cutting these areas

Prior to stimming, the Contractor is to inspect the site and ensure all litter, branches and other debris is removed to an approved disposal site. Any litter strimmed over is to be cleared by the Contractor before leaving the site. Failure to do so will be considered a "default" in performance.

The machinery being used is to be of an appropriate type and size for the area being cut, all persons operating such machinery will have been properly trained and competent in its use

Any grass clippings falling on adjacent hard surfaced areas or beds shall be swept back onto the grassed area at the time of cutting.

1.8 Painting

Metal Work General /Preparation

The Contractor shall remove any loose unsound coatings. Feather back to a firm adhered perimeter and abrade any remaining areas.

Finish

- Apply 1 coat of primer and allow to dry;
- Apply 2 undercoats and one finishing of gloss paint to general surfaces.

External Wood General and Preparation

The contractor shall rub down the surfaces to an appropriate level removing any loose unsound coatings. Where necessary, rotten wood should be cut out and treated replacement used.

Where required, filler to be used and surface rubbed down to give smooth finish.

Finish

1 coat primer on bare timber and 2 undercoats, previously painted, 2 undercoats;• 1 top coat

BILL NUMBER 2

Shrub Bed Maintenance Specification

The frequency of the treatment will be set out in the Bills of Quantities

2.1 Weed control in Shrub areas

Shrub areas shall be hoed, forked or hand weeded as appropriate to keep areas clear of weeds, avoiding damaged to shrubs and disturbance to their root systems. Weeding shall be such as to destroy all small weeds and to collect and remove from site all large weeds (together with their roots), leaving the soil surface in an even tilth.

Collect and remove to tip all litter and debris in shrub areas

Herbicide treatment is not permitted

2.2 Pruning

All shrubs, roses, etc. are to be pruned in a manner and at a time suited to their species, their location and to prevent them restricting footpaths and sightlines.

Cuts shall be made using clean sharp implements. Mechanical hedge cutters are not to be used without prior approval from the Supervising Officer.

2.3 Grass Edging

Grass Edging shall be cut by hand or approved mechanical implement to maintain, vertical trimmed edge.

2.4 Winter maintenance

Shrub beds are to receive a thorough reshaping prune as part of their winter maintenance, completed between November and February

BARNSELY METROPOLITAN BOROUGH COUNCIL

North East Area Council

Meeting:

1st October, 2015

Agenda Item: 10

Report of North East Area Manager

The North East Area Council Environmental Enforcement Report

1. Purpose of the Report

1.1 To provide an update on the position regarding the future extension of the Environmental Enforcement contract and to seek agreement on the future of the contract after March 2016, which is the extension period currently agreed by the North East Area Council.

2. Recommendations

2.1 That the North East Area Council receives and notes the information contained within this report regarding the re-commissioning and re-tendering processes for the Environmental Enforcement contract.

2.2 Members confirm that they would like the Environmental and Parking Enforcement contract to be advertised for a minimum of 2 years, at a value of £62,500 per annum for 2 Enforcement Officers, on the understanding that it is `let` one year at a time, with `break` clauses included, should funding be discontinued.

2.3 Members acknowledge that there will be an additional fee that will be payable to Barnsley Enforcement Services to ensure that the procured enforcement service operations are able to be carried out in a practical manner.

2.5 Members agree that, in order to ensure that an effective and efficient process is realised, it is proposed to carry out a full re-tender of the Service from April 2016 onwards, working in partnership with the other Area Councils within Barnsley MBC. Members are asked to note that NPS Barnsley has recommended, and confirmed that it is intended to split the proposed Enforcement contract into lots. This will allow each Area Council to specify their own requirements and each have their own individual contract with a supplier.

3. Background

3.1 At the meeting of the North East Area Council held on 11th June 2015, it was agreed that the existing Environmental Enforcement contract held by Kingdom Security should be continued.

3.2 Following advice from NPS Barnsley a waiver has now been completed and signed for an extension to the North East Area Council contract with Kingdom Security for a further period of nine months (July 2015 – March 2016) at a total cost of £44,732.

3.3 This figure represents a payment of £39,849 to Kingdom Security for the provision of 2 full time Enforcement Officers over nine months, and a smaller payment of £4,883 to BMBC Community Safety & Enforcement for the support services.

3.4 The North East Area Council have been satisfied with the performance of Kingdom Security and the Enforcement Officers for the duration of the contract to date, and positive feedback has been received about the initiative from the local community.

2.5 It is intended to advertise all the Area Council's Environmental and Parking Enforcement contracts at the same time, in lots. This approach will be more effective and efficient but still allow for Area Council contracts to be tailored to the needs of their area.

2.6 This approach will also ensure Contract Procedure rules and European Guidelines are followed. Additionally it will allow for a year on year contract to be awarded to the successful provider, with continuation being subject to satisfactory performance and the continuing need for the service.

3.6 Members are asked to note that here is currently an internal review of Core Services, specifically Parking Services, which may influence the final service design and deployment of any commissioned service.

Officer Contact:

Caroline Donovan

Tel. No:

01226 773013

Date:

October 1st, 2015

Attachments

Appendix A Enforcement Services Outline Specification

Enforcement Services Outline Specification

1. The Services to be delivered

- 1.1 To provide the North East Area Council with 2 Environmental Enforcement Officers working 37 hours per week, 52 weeks per year, dedicated to environmental enforcement activity.
- 1.2 The Service will cover the four Wards of the North East Area Council of Cudworth, Monk Bretton, North East and Royston.
- 1.3 The Service to be provided flexibly according to need and to include evenings and weekends with a minimum of 10 hours per week per officer spent working either weekends, or week days before 8am or after 5pm.
- 1.4 There will be no abstractions of the dedicated North East Environmental Enforcement Officers from the North East area.
- 1.5 100% coverage in the event of annual leave, sickness or other leave related absence will be provided by the Service Provider to maintain service delivery.
- 1.6 It is expected that each Environmental Enforcement Officer provided by the Service Provider will proactively issues tickets for littering, parking and dog fouling offences.
- 1.7 Environmental Enforcement Officers must be provided with appropriate mobile communication devices.

2. Duties of the Service Provider's Environmental Enforcement Officers

To target problems of littering, dog fouling and parking enforcement within the North East Area. This will include proactive patrolling based on intelligence profiles provided by the members of the Area Council, the Area Matrix Management Team (which is chaired by the North East Area Council Manager) and the Council's Community Safety Enforcement Service. The Tasking Officer (from the Council's Community Safety Enforcement Service) will deploy and review the work of the Service Provider's Enforcement Officers based on this intelligence.

The Service Provider's Enforcement Officers will patrol priority areas and robustly enforce against any offences witnessed by issuing a fixed penalty notice.

Fixed Penalty Notices or Penalty Charge Notice will be issued in all circumstances where an offence has been witnessed or established.

Where littering is observed from vehicles, registration numbers will be taken and passed to the Council's Community Safety and Enforcement Service, along with a witness statement to allow for the serving of a Fixed Penalty Notice.

The Tasking Officer, on behalf of the Service Provider, will provide verbal updates to the Area Matrix Team regarding emerging problem areas or trends.

(Cont'd)

At least 85% of contracted time is to be spent out of the office either patrolling or on targeted operations linked to litter, dog fouling and parking enforcement.

BMBC enforcement uniforms (to be provided free of charge) with relevant authorities and insignias must be worn, unless plain clothes operations are being undertaken.

The Service Provider's Enforcement Officers will maintain a pocket notebook which will be kept up to date and will be the subject of periodic checking by the Tasking Officer.

For 1 hour at the end of each working week, the Service Provider's Enforcement Officers will be required to complete a weekly report sheet detailing activity and outputs for the week. This will include reference to:

- Overall patrolling hours by Ward
- Number and Locations of Litter Specific Operation
- Number and Locations of Dog Fouling Operations
- Number and Locations of Parking Operations
- Number locations and type of other activity
- Number of Littering FPNs
- Number of Dog Fouling FPNs
- Number of Parking PCNs
- Other Activity

3. Other Contract Details: Partnership Working

The Service Provider should establish and maintain close working relationships with active local resident groups to build intelligence networks and to improve personal levels of responsibility.

The Service Provider will ensure good liaison with other services operating in the North East Area. This will be co-ordinated via the Area Matrix Management Meetings and the Council's Community Safety and Enforcement Service. The Service Provider's Environmental Enforcement Officers will work alongside other partners and commissioned services on joint operations.

The Service Provider and the Council's Community Safety and Enforcement Service will work with the Area Team to identify opportunities for reparation work to be undertaken in the North East Area so that justice can be seen to be done locally.

BARNSELY METROPOLITAN BOROUGH COUNCIL

**North East Area Council Meeting:
October 1st, 2015**

Agenda Item: 11

**Report of North East Area Council
Manager**

The Development of the Love Your High Street initiative**1. Background**

- 1.1 The North East Area Council has agreed that the Economy and Regeneration, Health and Wellbeing and the Environment, in their local communities should be priorities.
- 1.2 In order to further support these priorities in the local communities it is proposed that a Love Your High Street initiative is developed.
- 1.3 Research shows that first impressions count, so when people visit the High Streets in the North East Area Council it is important that the `streetscape` reflects the distinct character of the area, whilst being clean, safe and green.
- 1.4 In order to develop this concept it is proposed that a Working Party, comprising of a Councillor from each of the Wards and the Chair of the Area Council, should work with the Area Team, to look at how the High Streets can be improved.
- 1.5 The initiative could include projects such as a comprehensive audit of the street furniture, a local business survey with regard to volunteering and engagement, a disability audit, and exploring ways to create a positive local image.

2. Recommendation

- 2.1 That the Members support the further development of the Love your High Street initiative.**

Officer Contact:

Caroline Donovan

Tel. No:

01226 773013

Date:

October 1st, 2015

This page is intentionally left blank

BARNSELY METROPOLITAN BOROUGH COUNCIL

North East Area Council Meeting:
October 1st, 2015

Agenda Item: 12

Report of North East Area Council
Manager

**Parks Service
Play Areas Service Level Agreement**

1. Background

1.1 Playground Inspection and Repair Process

Local Authorities do not have a statutory duty to provide Children's Play Areas, but where Play Areas are provided, under the Health and Safety Act 1974, they have a statutory duty to inspect and maintain them in accordance with current guidelines and British Standard recommendations. Park Services currently maintain and inspect 135 play sites across the Borough. These sites are maintained in accordance with British Standards BSEN 1176 and 1177.

1.2 In April 2014, the North East Area Council agreed that a contingency sum of £10,000 be ring fenced to be used for a Service Level Agreement with Parks Services, to replace equipment and safety surfacing damaged through anti social behaviour, as required, across the 31 play sites of the North East Area Council. (NEAC 3.4.14/5e)

1.3 Members are asked to agree a further contingency sum of £10,000 per annum is ring fenced to be used for a Service Level Agreement with Parks Services, to replace equipment and safety surfacing across the 31 play sites of the North East Area Council, if required, for the financial years 2015 – 2016, and 2016 – 2017 respectively.

2. Recommendation

2.1 Members are asked to agree a further contingency sum of £10,000 per annum is ring fenced to be used for a Service Level Agreement with Parks Services, to replace equipment and safety surfacing, across the 31 play sites of the North East Area Council for the financial years 2015 – 2016, and 2016 – 2017 respectively.

2.2 That the self closing gate on the Shafton Green Play area, which has had to be removed due to anti social behaviour, should be replaced at a cost of £1,300

Officer Contact:

Caroline Donovan

Tel. No:

01226 773013

Date:

October 1st, 2015

This page is intentionally left blank