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| <b>MEETING:</b> | South Area Council             |
| <b>DATE:</b>    | Friday, 19 February 2016       |
| <b>TIME:</b>    | 10.00 am                       |
| <b>VENUE:</b>   | Meeting Room, Wombwell Library |

## MINUTES

**Present** Councillors Stowe (Chair), Andrews BEM, Coates, Dures, Franklin, Frost, Lamb, Morgan, Saunders, Shepherd and R. Wraith.

### 36 Declarations of Pecuniary and Non-Pecuniary Interests

Councillors Franklin, Lamb and Shepherd declared non-pecuniary interests in Minute nos 41, 42 and 44 in respect of their positions as directors of Forge Community Partnership.

### 37 One Stop Shop Presentation

The meeting welcomed David Andy, Zoe Ellis-Georgiou and Phil Beer to the meeting to deliver a presentation on the work of the 'One Stop Shop' project.

Members noted the aim of the project, how it was funded, and how the project had been designed. The presentation then explored some of the achievements made since its inception.

From June, 2014 to January, 2016 the project had engaged with 1,425 clients. The top three areas for which the clients sought assistance were for benefits, debt and legal advice. Members heard how over £1m of debt had been managed and 36 cases of homelessness had been averted. Over £1.1m of additional benefit had been gained, and it was noted that this equated to £16 benefit gained for every £1 invested.

The meeting heard how this figure grew to £28.81 per £1 invested when considering a wider social return on investment.

The high levels of satisfaction felt by clients was noted, as was the proportion of clients feeling 'much better' after using the service. Members noted the breakdown of clients, acknowledging that 39% were in work at least 16 hours per week, 19% were retirees, and only 10% were unemployed.

Members were presented with some case studies, giving details of a number of clients helped, and the difference this had made to their lives.

The meeting discussed the success of the project, stressing the significance of the sessions being held in the evening, of using local venues, and of joint working.

With regards to joint working, the meeting noted the link between reducing debt and improving health, particularly mental health, and discussed how projects such as this could link to more social prescribing by GPs.

**RESOLVED** that the contents of the presentation be noted, and that the presenters be thanked for their work on the commission.

**38 Minutes of the Meeting of South Area Council held on 18th December, 2015 (Sac.19.02.2016/2)**

The meeting considered the minutes of South Area Council held on 18<sup>th</sup> December, 2015.

**RESOLVED** that the minutes of the South Area Council held on 18<sup>th</sup> December, 2015 be approved as a true and correct record.

**39 Notes of the following Ward Alliances (Sac.19.02.2016/3)**

The meeting received the notes from the following Ward Alliances:- Hoyland Milton and Rockingham held on 18<sup>th</sup> January, 2016; Wombwell held on 12<sup>th</sup> January, 2016; and Darfield Ward Alliance held on 21<sup>st</sup> January, 2016.

**RESOLVED** that the notes from the Ward Alliances be received.

**40 Report on the Use of Devolved Ward Budgets and Ward Alliance Funds (Sac.19.02.2016/5)**

Members received the report which provided details of the latest expenditure from the Devolved Ward Budgets and Ward Alliance Funds.

The meeting noted that any of the Devolved Ward Budget remaining unallocated at the end of the financial year could not be carried forward. It was noted that a significant number of applications were currently being processed for this and also the Ward Alliance Fund.

**RESOLVED** that the report on the use of Devolved Ward Budgets and Ward Alliance Funds be received.

**41 South Area Council Performance Report (Sac.19.02.2016/6)**

The Area Council Manager introduced the item. Members noted the current status of commissioned services in the introductory pages of the report, which included recommissioning dates where relevant. Members noted that the Youth Asset Mapping due to take place in February and March, 2016, would help to identify future areas for investment.

Members considered the Overview of Performance, and noted the up to date figures. It was acknowledged that the figure for 'Number of targeted dog fouling and littering operations completed' should read 165, an additional 29 from the previous report, rather than a total of 29.

Members heard how figures in the report relating to 'Access to Local Information & Advice' remained the same, as a quarterly monitoring report had not been due since the last meeting of the Area Council.

Attention was drawn to the number of case studies circulated which helped to show the human impact of the projects commissioned.

**RESOLVED** that the report on the performance of contracted services be noted.

**42 South Area Council update on Recommissioning of Existing Commissioned Projects during 2016/17 (Sac.19.02.2016/7)**

The Area Council Manager introduced the item, providing an update on recommissioned projects.

With regards to the Environmental Enforcement commission, Members noted that two providers had been interviewed and Kingdom Security had been the preferred candidate. It was noted that the original contract would come to an end on 31<sup>st</sup> March, 2016, and the new contract would start on 1<sup>st</sup> April, 2016, providing a seamless transition.

The One Stop Shop contract had been extended until 31<sup>st</sup> March, 2017 by way of a waiver to contract procedure rules. It was suggested that the future of the project should be discussed in the Autumn, in order to make decisions significantly in advance of this date.

With regards to the Tidy Team, it had previously been thought that this contract could be extended until 31<sup>st</sup> March, 2017 by the use of a waiver to contract procedure rules. However, advice from Procurement suggested the value of the contract was too high and that this ought to go out to formal procurement. It was therefore agreed to hold a special meeting of the Area Council to consider revised commissioning documentation, with a view to approving this in order to go out to tender as soon as possible after. Members were concerned that, in the event of any unforeseen circumstances, there could be a gap in service. It was therefore agreed that the Area Manager discusses the possibility of any provision to bridge the contracts if necessary.

Members heard how four potential providers were interviewed for the Summer Holiday Internship commission, and C+K Careers had been successful. It was noted that a pre-contract meeting had been held. Members heard how the first contract with C+K Careers was still ongoing, as students were monitored to establish their first destination after leaving school. Therefore, both contracts would be managed simultaneously.

The meeting discussed the Community Magazine, including areas where delivery had been missed. It was noted that delivery in Birdwell would take place shortly, and Members were encouraged to make the Area Manager aware of any other areas where delivery may have been overlooked.

**RESOLVED:-**

- (i) that the progress made towards recommissioning of existing projects be noted;
- (ii) that a special meeting of the Area Council is held on 24<sup>th</sup> March, 2016 at 1pm to consider the specification of requirements for the revised Tidy Team procurement, with a view to approving this in order allow officers to commence the tendering process.

**43 South Area Council update on Future Commissions for 2015/16 and 2016/17 and possible use of existing Area Council Underspend (Sac.19.02.2016/8)**

The Area Council Manager introduced the item, by firstly providing an update on areas of expenditure approved at the previous meeting.

With regards to the Youth Asset Mapping it was noted that an online survey had been proposed, which would provide additional evidence. It was therefore suggested that a headline report of the findings would be presented to the next meeting of the Area Council, with the full report in June, 2016.

Members discussed the Health Asset Mapping Conference, and it was noted that this was likely to take place in May or June, 2016.

The meeting heard how the courses to be delivered by South Yorkshire Fire and Rescue Service are in the process of being arranged and discussions had taken place with various agencies in order to identify individuals most likely to benefit.

Members noted that the support pack for veterans would be progressed in conjunction with South West Yorkshire Partnership NHS Foundation Trust, and with York University, but was unlikely to require any funding from the Area Council.

The meeting considered the amount of finance remaining unallocated for 2016/17, £166,090.57 noting that the provision of finance after March 2017 was unclear.

Members noted the current levels of Ward Alliance Fund finance remaining unallocated, taking into account applications under consideration. It was noted that each Ward Alliance had under £10,000 per ward remaining. Members discussed the potential to devolve up to £20,000 per ward from the Area Council budget to the Ward Alliance Fund, 50% of which had to be matched with volunteer time, external income or in-kind resources.

Members noted that the outcome of the Youth Mapping exercise may require some resources, and that the Area Council had not allocated much finance to the priority to Improve the Local Economy. With this in mind, it was agreed at this time to only devolve £10,000 per ward to the Ward Alliance Fund.

The meeting discussed the use of unallocated Area Council finance. It was agreed to reserve a significant proportion of the South Area Council meeting scheduled to be held on 22<sup>nd</sup> April, 2016 to discuss this in depth.

**RESOLVED** that

- (i) the progress of projects under development as outlined in the report be noted;
- (ii) an additional £10,000 per ward be devolved to the Ward Alliance Funds, to be allocated as set out in the report;
- (iii) that a significant proportion of the South Area Council meeting on the 22<sup>nd</sup> April, 2016 is dedicated to discussing future Area Council Commissions.

**44 Social Return on Investment (Sac.19.02.2016/9)**

The Area Council Manager introduced the item. The meeting heard how the Social Return On Investment methodology not only captured any financial returns due to Area Council investment, but also the wider impact.

Members noted how the methodology used financial proxies to place a value on social outcomes, each proxy being supported by a body of research. In addition the calculation took account other issues such as 'leakage' – the extent to which others benefitted who were outside the original scope of the project, and 'deadweight' – the proportion of the improvement seen which would have naturally occurred without any intervention.

The meeting heard how consultants had worked with the Communities and Area Governance Team to analyse one project from each Area Council, with the One Stop Shop being considered for the South Area. It was noted that Area Council Managers also received training in order for them to be able to calculate the Social Return On Investments of other commissions in the future.

Members discussed using the methodology to show the impact of investments made by the Area Council, and it was suggested that each of the Area Council commissions be analysed.

Various options for taking this forward were discussed. These included convening a working group to assist the Area Council Manager in analysing the remaining projects, or extending the hours of part time staff on the Area Team to undertake the work.

The prevailing opinion was that some finance be allocated to engaging a specialist consultant to facilitate a workshop for the wider Area Team and Members of the Area Council to learn more about the methodology, using Area Council commissions as working examples.

**RESOLVED:-**

- (i) that the report be received and its content noted;
- (ii) that more detailed proposals and associated costings for a facilitated workshop on Social Return on Investment Workshop be submitted to a future meeting of the Area Council.

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Chair