

MEETING:	Dearne Area Council
DATE:	Monday, 21 January 2019
TIME:	10.00 am
VENUE:	Meeting Room, Goldthorpe Library

AGENDA

- 1 Declarations of Pecuniary and Non-Pecuniary Interests

Minutes

- 2 Minutes of the Previous Meeting of Dearne Area Council held on 26th November, 2018 (Dac.21.01.2019/2) *(Pages 3 - 6)*

Performance

- 3 Performance Report Q3 (Dac.21.01.2019/3) *(Pages 7 - 30)*

Items for Decision

- 4 Dearne Area Council Procurement and Financial Update (Dac.21.01.2019/4) *(Pages 31 - 50)*

Items for Discussion

- 5 Dearne Development Fund (Dac.21.01.2019/5) *(Pages 51 - 52)*
- 6 Social Prescribing (Dac.21.01.2019/6)
- 7 Housing in the Dearne (Dac.21.01.2019/7)

Ward Alliances

- 8 Report on the Use of Ward Alliance Funds (Dac.21.01.2019/8) *(Pages 53 - 56)*

To: Chair and Members of Dearne Area Council:-

Councillors Noble (Chair), Gardiner, Gollick, C. Johnson, Phillips and Sixsmith MBE

Area Council Support Officers:

Paul Castle, Dearne Area Council Senior Management Link Officer

Claire Dawson, Dearne Area Council Manager

Kate Faulkes, Head of Service, Stronger Communities

Peter Mirfin, Council Governance Officer

Please contact Peter Mirfin on email governance@barnsley.gov.uk

Friday, 11 January 2019

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MEETING:	Dearne Area Council
DATE:	Monday, 26 November 2018
TIME:	10.00 am
VENUE:	Meeting Room, Goldthorpe Library

MINUTES

Present Councillors Noble (Chair), Gardiner, Gollick, C. Johnson and Phillips

19 Declarations of Pecuniary and Non-Pecuniary Interests

There were no declarations of pecuniary or non-pecuniary interests.

20 Minutes of the Previous Meeting of Dearne Area Council held on 1st October, 2018 (Dac.26.11.2018/2)

The meeting received the minutes from the previous meeting of Dearne Area Council.

RESOLVED that the minutes of the Dearne Area Council meeting held on 1st October, 2018 be approved as a true and correct record.

21 Performance Report (Dac.26.11.2018/3)

The Area Council Manager introduced the item, stating that all commissions had performed well during quarter 2 with no concerns about targets being met. Many had exceeded the targets set, despite them being increased during the previous year.

With regards to the Environmental Enforcement contract, Members were made aware that the provider had been made aware that the contract would not be renewed. It was acknowledged that performance would still be monitored and the same level of service was expected. In quarter 2 there had been 115 Fixed Penalty Notices, 11 of which were for dog fouling together with and 17 Parking Charge Notices.

The Housing and Migration Officer had now embedded themselves well into the community, dealing with 172 contacts within the quarter, giving positive feedback to those reporting issues. Proactive work had been undertaken, including letter drops to target specific areas. Members discussed fly tipping in the area, noting small numbers of prosecutions but high levels of fly tipping. It was suggested that those responsible may be increasingly careful not to get caught.

Twiggs Grounds Maintenance had achieved most of their targets, with only those associated with engaging businesses, and working with those involved in restorative justice below target. Assurances were given that these would be addressed in the following quarter.

Members agreed that Twiggs were proactive in the area, with the current team assisting the growth of volunteering.

It was noted that, due to the contract being in the final year, and apprenticeships being completed over two years, Twiggs had chosen not to recruit to an apprenticeship position, but had filled this with a fully trained employee.

Questions were raised as to what arrangements were in place if volunteers did not attend any arranged engagement sessions, and it was suggested that this may depend on whether it was a Twiggs led, or community led session, but the Area Council Manager agreed to seek clarity.

B:Friend had not yet completed a full quarter, and therefore performance information would be available at the next meeting of the Area Council. However, the Area Council Manager confirmed that a social club had been established in Thurnscoe, with a further one established in Bolton-Upon-Dearne. Each had approximately 10 regular attendees. The organisation had been applying for external finance and had been successful in gaining £3,000 to undertake additional social isolation activity in Thurnscoe.

Feedback from users of the service had been positive, and users had been signposted to other groups for support.

Members were made aware of the recruitment of Caseworkers to assist with fuel poverty in the area, which would also help support many isolated in the area.

The Area Council Manager provided an update regarding the performance of projects funded through the Dearne Development Fund.

CAB had held 23 advice sessions, with £71,000 of benefit gained during the quarter, with a total benefit gain of £175,619 to date.

DIAL had held 12 sessions with a benefit gained of £144,912 in total, and sessions had been oversubscribed. It was noted that demand would be monitored and clients accessing the service be encouraged to fill as much of the relevant forms as possible themselves.

Between 70 and 100 residents continued to attend events held by Goldthorpe Development Group, with 12-14 volunteers active at each session.

Fused Imagination had held 25 sessions, with 30 young people engaged. The sessions had now ceased and consideration was being given to the future, with a potential application to the Arts Council.

Reds in the community had been funded to run in the summer, and had engaged 271 young people since March 2017, with 6 volunteers regularly assisting in the running of sessions.

Dearne Electronic Community Village had engaged 8 new learners, with 2 of those already re-joining the workforce. A calendar of support available in the area for those out of work had been developed, but it was noted that face to face support is often preferred.

The TADS service funded through the Dearne Development Fund had worked with 4 young people from the ALC and 8 from primary schools within the previous quarter.

Members noted that three quotes had now been sourced for the defibrillator to be placed at Bolton Ex Serviceman Club and training was now being organised.

RESOLVED that the report be noted.

22 Dearne Area Council Community Magazine (Dac.26.11.2018/4)

The most recent edition had now been circulated, the first being provided through the new provider.

Members noted the delays in distributing the magazine, and it was felt the design could also be improved. Discussions were ongoing with communications to improve the situation.

It was noted that feedback in general regarding the production and distribution of a community magazine was positive, but it was noted that consensus was that the publication ought to focus on local issues. It was suggested that two further issues be produced and distributed.

RESOLVED:-

- (i) That Members note the production and distribution of the 5th edition of the Community Magazine;
- (ii) That £3,040.76 be approved for the distribution of two further editions of the Community Magazine.

23 Dearne Area Council Update on Financial Position (Dac.26.11.2018/5)

An overview of the financial position of the Area Council was given. From a starting balance of £208,476.98 in 2018/19, £210,579.76 had been spent. However, this was offset by income from Fixed Penalty Notices, leading to an expected balance of £6,706.20, though it was noted that this could increase with the income from notice issued up to 31st March, 2019.

Members noted that £100,523 had also been allocated from the 2019/20 budget, not taking into account that approved for the Community Magazine.

With regards to the Dearne Development Fund £32,425.10 remained.

RESOLVED that the report be noted.

24 Dearne Area Council Education, Environment and Volunteer Service (Dac.26.11.2018/6)

The item was introduced by the Area Council Manager, who reminded Members of previous approvals to procure an Education, Environment and Volunteer Service, with an approved cost of £75,000 per annum initially for one year with the opportunity to extend for two further periods of a year.

On reflection, the Area Manager had brought to the attention of Members that costs in providing the service had likely increased since its inception five years ago. Therefore, in order to ensure the same quality of service, it was suggested that the

guide price be increased to £85,000 per annum to ensure the commission remained attractive to potential contractors.

RESOLVED that the value of the commission to provide and Education, Environment and Volunteer Service be increased to £85,000 per annum for up to three years.

25 Notes from the Dearne Approach Steering Group held on 17th September, 2018 (Dac.26.11.2018/7)

Members considered the notes from the meeting held on 17th September, 2018.

The discussion around the old school site was referenced and it was noted that its future use is under consideration, but is currently confidential.

RESOLVED that the notes from the Dearne Approach Steering Group be received.

26 Notes from the Dearne Ward Alliance held on 18th October, 2018 (Dac.26.11.2018/8)

The meeting received the notes from the Dearne Ward Alliance held on 18th October, 2018.

RESOLVED that notes from the respective Ward Alliances be received.

27 Ward Alliance Performance Reports (Dac.26.11.2018/9)

The performance reports related to the use of Ward Alliance Funds in the Dearne North and Dearne South areas were received.

RESOLVED that the reports be noted.

28 Report on the Use of Ward Alliance Funds (Dac.26.11.2018/10)

The meeting noted the current financial position for Dearne North and Dearne South Wards.

At the time of publication, Dearne North had £4,164.97 remaining from an opening balance of £9,506.69 and Dearne South had £6,516.64 from and opening balance of £11,021.36.

RESOLVED that the report be noted.

Chair

BARNSELY METROPOLITAN BOROUGH COUNCIL

DEARNE AREA COUNCIL 21st January 2019

**Report of the
Dearne Area Council Manager**

Dearne Area Council Performance of Commissioned Services

1.0 Purpose of Report

This report provides members with an update on the delivery of the Dearne Area Councils commissions and services paid for through the Dearne Development Fund.

2.0 Recommendations

2.1 That Dearne members note the progress of the three of the Dearne Area Council commissions and service level agreement with BMBC as set out in appendix one.

2.2 That Dearne members note the progress of the Dearne Development Fund applicants as set out in part C of Appendix One

3.0 Performance Management Report (attached at Appendix 1)

3.1 **Part A** of the Dearne Council Performance report provides Dearne Area Council members with an overview of how all the Dearne Area Council commissions, Service Level Agreement (SLA) and services funded through the Dearne development fund are assisting in meeting Future Council priorities. Part A also details how the Dearne Area Council commissions are performing against the set indicators.

Contracted service providers:

- Kingdom Security – Environmental Enforcement
- Twiggs- Education, Environment and Volunteer Service
- B-Friend Social Isolation Project

Service Level agreement:

- BMBC-Safer Communities Service –Providing a Housing and Migration Officer

Dearne Development Fund applicants from 2018/19 Finances

- TADS
- Dearne Electronic Community Village
- Dial
- CAB
- Dearne and District
- Goldthorpe Development Group

- 3.2 **Part B** provides Dearne Area Council members with a summary performance management report for each of the contracted services and SLA. The report provides RAG ratings plus updated information from commissioned services following submission of their quarterly reports and subsequent quarterly contract monitoring/management meetings. In addition to the information provided in the summary reports, more detailed information is available on request, including case studies with photographs for each contracted service, and some performance data on a ward basis.
- 3.3 **Part C** provides the Dearne Area Council with a progress update of the services/groups awarded finances through the Dearne Development Fund. Twelve projects were funded during 2017/18 with many of them providing match funding. The six projects above have been paid for thus far out of the 2018/19 financial year. Not all will submit reports every quarter.
- 4.0 **Performance Report –Issues**
- 4.1 Twiggs have not met their social action objective of working with established groups this quarter. This will be discussed at the next contract monitoring meeting and a plan put in place.
- 4.2 The B-Friend project has receiving low numbers in terms of referrals into the service. However the team are liaising with partners and other potential referrers in order to elevate this.

Appendices

Appendix One: Performance Report

Officer:

Claire Dawson
Dearne Area Council Manager

Tel:

01226 775106

Date:

21st January 2019

DEARNE AREA COUNCIL Performance Report

Q3 Oct 2018- Dec 2018



INTRODUCTION

Dearne Area Council Priorities



Table 1 below shows the Providers that have been appointed to deliver a series of services that address the priorities and deliver the outcomes and social value objectives for the Dearne Area Council.

Service	Provider	Contract Value/length	Contract end date
Environmental enforcement	Kingdom security	£31,000 per annum	Funded until end of March 2019
Private Sector Housing Enforcement	BMBC	£38,061 per annum	Funded until end of March 2019
Environmental, volunteering and education service	Twiggs	£75,000 per annum	Funded until end of March 2019
Social isolation	B-friend	£27,000 per annum	Funded until September 2020

PART A - OVERVIEW OF PERFORMANCE

The Dearne Area Council commissions also contribute to the Councils overall priorities of thriving vibrant economy, stronger resilient communities and citizens achieving their potential. The achievement of the outcomes which includes the figures from the Dearne Development fund are listed in table's below:

*the targets below also include the statistics from the Dearne Development Fund

Thriving and Vibrant Economy

Outcome Indicators	Yr Target	Quarter	Cumulative
No. of jobs created through area council commissions	10	1	12
No. of people into jobs through DECV	10	5	7
No. of work experience placements	6	1	4
No. of apprentice through area council commissions	1	0	1
No. of group/service match funded	7	7	7
Local spend (average across all contracts)	90%	90%	90%

Stronger resilient communities

Outcome Indicators	Yr Target	Quarter	Cumulative
No. of people engaged in volunteering	750	96	642
No. of new volunteers	125	37	279
No of community groups supported (Twiggs)	88	5	35
No. of volunteer opportunities through commissions	280	25	156
No. of local business involvement	25	5	20

Citizens achieving their potential

Outcome Indicators	Yr Target	Quarter	Cumulative
No. residents achieving qualification	40	27	27
No. education in schools	4	1	8
No. of residents receiving benefit/debt advice services	400	68	504

* not all monitoring information was submitted at this point for applicants of the Dearne Development Fund.

PART B - SUMMARY PERFORMANCE MANAGEMENT REPORT FOR EACH SERVICE

The below commissioned services, projects and groups paid for from Dearne Area Councils finances are based on the Dearne area priorities but also contribute towards meeting Communities Public Health Outcomes and to Barnsley Council's 2020 vision of :

- Create more and better jobs and good business growth
- Increase skills to get more people working
- Create more and better housing
- Every child attends school and is successful in learning and work
- Reducing demand through improving access to early help
- Children are safe from harm
- People are healthier, happier, independent and active

At present, three contracts and one Service Level Agreement (SLA) with BMBC have formally completed their contract monitoring reporting.

(1)KINGDOM

Kingdom environmental enforcement service Quarter 2 report submitted on 1 st January 2019		
Dearne Area Council Priority		RAG rating
Improving the economy	Satisfactory quarterly monitoring report and contract management meeting.	
	Milestones achieved	
Environment	Outcome indicator targets met	
	Social value targets met	
Improving Health	Satisfactory spend and financial information	
	Overall satisfaction with delivery against contract	
Young people		

Environment: Enforcement- Kingdom

Performance Indicator	Yr Target	Q3	Cumulative
Patrol Hours completed	1580	512	1442
No of litter and dog fouling operations	16	4	12
No of litter and dog fouling FPNs issued	-	69	266
No of parking PCNs issued	-	6	27
No. of young people attending restorative justice	-	5	15

Income this quarter		£2,000	£10,818
Local spend	85%	100%	90%

The Dearne Area is contracted to 1 x officer, this equates to 512 hours over these three months of the Contract, and achieved is 512 Patrol hours which is 100% Contracted hours.

To date 69 FPN's and 6 PCN's for parking have been issued in the area. Of these, 62 have been for littering offences, and 7 FPN's for dog fouling offences. The Officers concentrate their patrols around intelligence led information from the tasking process and also from complaints on the street, and from the community at large. There has been a definite mark up to date this Quarter re complaints. Operations are ongoing and all areas continue to be patrolled. We have seen an increase, throughout the Borough, of persons complaining of individuals throwing litter from vehicles. This is probably born from the change in legislation. We offer on the first instance an FPN armed with a statement from the witness and allow the individual to discharge their liability rather than have us compile a file for prosecution at court.

Prosecutions continue for Littering and Dog Fouling. To date offenders have paid prior to attending, pleaded guilty prior to court or have been found guilty at court. There has been a 99% success rate at court. However we are unable to pursue all offenders whom fail to pay due to court space allocated to Barnsley offenders. This is a growing concern.

The Revenue Raised thus far from FPN's (Fouling and Littering) for this quarter is £2000.00p.

As of the 1st April FPNs for littering have been increased to £100.00

	Littering	Dog Fouling	Parking	Total
Quarter 1	79	3	4	86
Quarter 2	104	11	17	132
Quarter 3	62	7	6	75
Quarter 4				

*Kingdom contribution to Public Health Outcomes

Improving the wider determinants of health	
Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.	
1.04	First time entrants to the youth justice system
1.16	Utilising outdoor space for exercise and health reasons

Operations.

Littering Operations have been continued in the Thurnscoe and Goldthorpe areas still concentrating on Lockwood Road and Lidget Lane. Members of the public using this area have approached the patrolling officers and although there has been no specific intelligence the feedback remains good.

(2)Housing and migration

Housing and migration Quarter 3 report submitted on the 4 th of January 2019		
Dearne Area Council Priority		RAG rating
Improving the economy	Satisfactory quarterly monitoring report and contract management meeting.	
	Targets achieved	
Environment	Outcome indicator targets met	
	Social value targets met	
Improving Health	Satisfactory spend and financial information	
	Overall satisfaction with delivery against contract	

Environment: Housing and migration-BMBC

Performance Indicator	Yr Target	Q3	Cumulative
Initial contacts	600	153	483
Vulnerable households identified	40	32	68
Property inspections	48	10	35
People sign posted to other services	32	52	108
Community clean ups	4	1	3
Campaigns	4	5	9
Local spend	90%	90%	90%

The main objective of this role is to contribute towards creating and sustaining safe and pleasant communities within the private sector housing in the Dearne Area Council area. The worker does this by proactively case managing issues that have a detrimental effect on others in the locality and by identifying and protecting our most vulnerable tenants and residents.

The officer works with families and individuals, getting to know the community and getting access to homes that previously have not had the benefit of any kind of support. She also identifies problems and issues and using effective risk assessment to decide on the most appropriate responses.

The officer aims to encourage communities to work towards raising and setting own standards. This includes acceptable behaviour standards, environmental standards, housing and property standards.

During the months October to December 2018 **153** complaints, queries, requests for service, advice and referrals were received. These include advice etc. given to other agencies including South Yorkshire Police. Some of these were dealt on an informal basis, either speaking to the tenant/occupier or just sending a general advice letter; others went to more formal action. All cases closed within Quarter 3 are recorded as having a successful outcome.

Housing Disrepair.

I dealt with **12** housing disrepair issues within Quarter 3, working with Landlords and agents to make repairs/ improvements.

An insecure property was identified and causing a number of issues to the local community and the owner that occupies the property next door.

Waste on Premises.

I received and dealt with **26** Waste on Premises within Quarter 3. All tenants and/or Landlords were spoken to, negating the need for send any informal or formal waste letters to be sent this quarter asking them to remove the waste within **14** days.



42 contaminated bins were found during routine proactive visits within Quarter 3. Where large concentrations of contaminated bins were found within a small area I lettered the properties with a copy of their bin collection days and what items could/should be put into the appropriate recycling bin. The letter also had my contact

information. Where possible I spoke face to face with tenants to discuss any issues with bins and recycling.

Some of these referrals were repeated from previous quarters as the bins had remained in place and had not been emptied. This was causing other waste to be fly tipped in the area where there was a high accumulation of contaminated bins

Out of the 42 contaminated bins that were reported in this quarter approximately half were emptied.



Fly tipping.

In total **18** fly tipping cases were found during routine proactive visits within Quarter 3. Where items of waste have been fly tipped and no evidence has been found, the site was reported on the new app/map locator which can be found on the Barnsley Council Website, where possible this was reported with photographic evidence requesting that the waste be removed.

18 referrals made (attaching photographs) to Neighbourhood Services.





Case Study

“As a result of an inspection of the whole street this property was identified as an issue due to the overflowing bins there were 12 black backs filled with household waste, in addition to this there was also other household detritus stacked around the bins.

When I spoke to the tenant she said that the build-up of waste was due to the bins not being emptied and that she has two special needs children that are autistic for which she is the full time sole carer. I contacted Waste management who said that no reports had been made with regards to a missed bin. I made enquires to see if the tenant would be able to have another bin to help alleviate any further issues that may occur in the future – unfortunately she wasn't eligible. I regularly kept in contact with the tenant and explained what I had done with regards to her case to keep her updated.

When I next visited the property I gave her information on: how to correctly report any issues with bins in the future (to help prevent the same issue occurring again), how to correctly dispose of general waste, the bulky items service. I offered her I bulky items leaflet to help her dispose of some items for free as part of the service that the Dearne area team provides to residents.

I asked if she would like a referral made to the local family centre she declined saying that she does attend when she needs to. I gave her my contact details and encouraged her to contact me if she needed any support or advice in the future.

I did regular visits to ensure that all of the waste was removed in a timely manner and didn't cause any unnecessary additional stress to the tenant. Once all of the rubbish was removed the tenant approached me to say was very grateful for the advice and support that I offered to her as before she was in contact with me she unsure who to ask or where to turn to dispose of all of the accumulated waste in the correct way was getting very worried/ anxious that the collection of waste would attract rats and they would get into her home and become a danger to her children".

Letters delivered regarding fly tipping/littering.

Due to high levels of fly tipping in the Dearne area, the officer has lead a number of targeted campaigns, this involves delivering letters to all of the houses in specific area/street with the aim of reducing fly tipping.

She hand delivered letters to all of the properties and business in the targeted area. The letters include information on fly tipping (and the consequences) , how to get rid of waste correctly and responsibly, when and how to place wheelie bins curb side for collection as well as some other useful general information to improve gardens, private and public land within the community.

Contact details were included on the letter this facilitated a number of residents / business owners from the targeted areas contacting the officer to voice their appreciation of 'something being done' in the area or to ask for advice and or support on another issues that they have been unable/unsure on how to tackle by themselves.

Letters were delivered to properties (and any business) on:

Highgate lane

Broadwater

West Street

Streets surrounding Goldthorpe Primary school

Dearne Road

Sign Posting

When working within the community i.e. the drop in at the Salvation Army or any home visits, the officer tries to take the approach to tackle as many issues for the client as possible. This will hopefully have a bigger impact and reduce the need for

further or return visits in the future. As part of this approach she often sign post clients to other services. The most reoccurring sign posted services in this quarter were as follows:

Community Bank

Offers a number of services to both families and single people to help budget and manage their money to help prevent them from getting in to debt or rent arrears.

Housing options team

Offers a full and detailed service presenting the client with all aspects of their housing options. The officer refers to the team when the client has a specific or individual housing need.

Family centres

The officer often refers in the local family centres if a client has children. Clients are often unaware of the support that can be offered and that the age of that child that the centres can support has been increased.

Street Survey

As a result of previous meetings, discussions and walk-a-bouts in the Beaver Street area throughout 2018 the officer was asked to do a Street Survey of the surrounding streets.

She undertook an external inspection (front and rear) for every property on Beaver Street, Claycliffe Terrace, Co-operative Street, Victoria Street and Cross Street this **totalled 162 Properties**. As part of the inspection the officer looked at the following things:

Broken/boarded windows	condition of the roof
Broken pipe work	overgrown gardens
Open electrical boxes	gardens filled with waste/household rubbish
Broken fences	

All of this information was then recorded on a spreadsheet. The information that the officer gathered will be correlated with information gathered from other services, this will be reviewed at an upcoming meeting.

Improving the wider determinants of health	
Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.	
1.01	Children in low income families
1.15	Statutory homelessness
1.17	Fuel poverty
Health improvement	
Objective 2: people are helped to live healthy lifestyles, make healthy choices and reduce health inequalities	
2.08	Emotional wellbeing of looked after children

(3) TWIGGS

Twiggs environmental, education and volunteer service Quarter 3 report submitted on the 9th of January 2019		
Dearne Area Council Priority		RAG rating
Improving the economy	Satisfactory quarterly monitoring report and contract management meeting	Green
Skills and learning for work		
	Targets achieved	Yellow
Environment	Outcome indicator targets met	Green
	Social value targets met	Yellow
Improving Health	Satisfactory spend and financial information	Green
	Overall satisfaction with delivery against contract	Green
Young People		Green

Environment, education and volunteering - Twiggs

Performance Indicator	Yr Target	Q3	Cumulative
Twiggs social action events	90	24	74
Community groups supported	88	5	35
Areas adopted by residents	8	2	11
Volunteers recruited to Twiggs events	180	46	408
Local business engagement	25	5	20
Restorative justice sessions	4	1	4
Impact sessions delivered to groups and schools	16	3	10
Local spend	90%	90%	90%

*TWIGGS contribution to Public Health Outcomes

Improving the wider determinants of health	
Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.	
1.04	First time entrants to the youth justice system
1.16	Utilising outdoor space for exercise and health reasons
Health Improvement	
Objective 2: people are helped to live healthy lifestyles, make healthy choices and reduce health inequalities	
2.13	Proportion of physically active and inactive adults
2.23	Self-reported well being

Details of Work Experience Placements:

Candidate One (sourced from the Job Centre) – One week work experience placement in November 2018. The candidate secured employment after a successful application and interview.

Local Businesses Worked With this Quarter

1. Terrys DIY
2. Vape illusions
3. Staniforths Goldthorpe
4. Coop – St Andrews Square
5. Bite Me – St Andrews Square

The team discussed volunteer opportunities and how they can be involved. The shops are happy to provide refreshments for any volunteers working in that area, although do struggle to volunteer staff during opening hours. The team will look to work with the businesses more flexibly to support them moving forward into the lighter months.

Social action projects

The team have worked on 24 social action projects throughout this quarter. These include, Hanover Street, Kingsmark way, St Andrews Square, Lockwood Road, Tudor Street, Angel Street, West Avenue and Bolton Brick Ponds.

Litter Picks in the Dearne

The team have completed 38 litter picks across the Dearne Area this quarter. They include : The High Street, Lidgett Lane, ASDA, Prospect and Dearne Road, West Avenue and St Andrews Square.

Working with established groups

The team have worked with the volunteers of Hanover Street, Embankment group, Thurnscoe Park and Big Local Thurnscoe.

Targeted work by the team

The team have done a variety of activities across the Dearne area this quarter. These included litter picking and leaf removal from Highgate Lane. Hedge cutting around Goldthorpe Library, litter picking and moss scraping around Thurnscoe resoviouir.



Social isolation –B-Friend

(4) B-friend

B-friend social isolation project Quarter 3 report submitted on the 3 rd of January 2019		
Dearne Area Council Priority		RAG rating
Improving Health	Satisfactory quarterly monitoring report and contract management meeting	
	Targets achieved	
	Outcome indicator targets met	
	Social value targets met	
	Satisfactory spend and financial information	
	Overall satisfaction with delivery against contract	

Performance Indicator	Yr Target	Q3	Cumulative
Number of request for service	80	TBC	
Number of pairings	30	3	3
Number of volunteer hours supporting the project	483	84	84
Number of volunteers	30	7	7
Number of external service input	TBC	15	15
Number of groups delivered	40	24	24
Number of volunteers 50+	10	TBC	

The service has only been up and running since October 2018. The team have been out and about linking in with potential referrers to the service. Although a slow start in terms of pairings the groups sessions are going really well. The team do a few different surveys with all beneficiaries, the Warwick Edinburgh Wellbeing Scale, the UCLA Loneliness scale (3 questions), anecdotal interviews and a bespoke one that focuses on visits to GP, fire checks, etc. These surveys assist in measuring the effectiveness the service has on the individual's life.

Improving the wider determinants of health	
Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.	
1.18a	Adults who have as much social contact as they would like
1.18b	Adult carers who have as much social contact as they would like
Health Improvement	
Objective 2: people are helped to live healthy lifestyles, make healthy choices and reduce health inequalities	
2.13a	Physically active adults
2.23	Self reported well-being

PART C- Dearne Development Fund

Dearne Development Fund

Projects were approved on the 4th of September and 21st of March 2018. The starting balance for these projects was £81,827. The panel have approved twelve applications and overspent by £3,405.90 which will come out of the 2018/19 approved allocation. Therefore after approving DECV, Goldthorpe Development Group, CAB Fit Reds, Dearne and District and Dial the allocation remaining in the 2018/19 financial year is £9,572.10

*The table below shows projects paid for out of 2017/18 and 2018/19 financial allocation

SERVICE	PRIORITY	PROJECT TITLE	COST	START	END	Reports
CAB	Improving Health	Dearne area financial inclusion outreach project	£8,069	Oct 2018	Sept 2019	Not included this quarter
Dial Drop in	Improving Health improving the economy	Dearne drop in advice	£9,395	Jan 2018	Dec 2019	Update included
Goldthorpe Development Group	Improving health	In your prime get together	£5,000	Jan 2018	Dec 2019	Update included
Reds in the community	Young people	Premier league Kicks programme	£7,750	January 2018	July 2019	Project not started
Dearne Electronic	Skills and learning	Employability project	£14,800	August 2018	March 2019	Update included

community village	for work					
TADS	Health and Young people	Young people's well-being project	£7,548.82	April 2018	March 2019	Not included this quarter
Bolton on Dearne Ex service men's club	Health	defibrillator	£1,301.70	April 2018	April 2018	Update included

Dial

During the third quarter the project delivered **11** sessions at Goldthorpe Library to **68** residents.

Issue	Specific Issue	No of Enquiries
Benefit Appeals	Appeal Prep DLA	1
	Appeal Prep PIP	3
	Judicial Review	1
	Mandatory Reconsideration AA	1
	Mandatory Reconsideration PIP	2
	SSCS1 ESA	3
	SSCS1 PIP	2
Total		13

Issue	Specific Issue	No of Enquiries
Benefits	Attendance Allowance	3
	Benefit Check	4
	Disability Living Allowance - Child	4
	Employment and Support Allowance	23
	Industrial Injuries Disablement Benefit	1
	Pension Credit	1
	Personal Independence Payment	17
	Universal Credit	1
Total		54

Issue	Specific Issue	No of Enquiries
Disability Information	Residential Care Homes	1
Total		1

Case Study

Before DIAL

Mrs K attended outreach for help for support to complete a Personal Independence Payment form.

Advice provided by DIAL

DIAL supported her to complete her Personal Independence Payment. We also undertook a comprehensive benefit check for her and her Husband. Mrs K failed a medical assessment for Employment and Support Allowance and DIAL requested a late Mandatory Reconsideration to start the process of appealing the Employment and Support Allowance decision. Following the Mandatory Reconsideration DIAL supported Mrs K to appeal against the decision

After DIAL

The appeal was successful placing Mrs K into the Support Group of Employment and Support Allowance and her benefit was reinstated and backdated (she received Employment and Support Allowance Support Group £110.75 and £145.35 Personal Independence Payment a week, enhanced mobility component and enhanced care component.)

Goldthorpe Development Group

The group really pulled out all the stops for our guests; starting early they decorated the hall and tables in a festive fashion. Guests were welcomed with a glass of sherry or port followed by a truly delicious buffet. Home-made trifle followed by home baking concluded a truly sumptuous feast.

The treasurer welcomed the guests to the Christmas Event hoping that they would enjoy themselves. He mentioned that we had received funding from the Area Council for the forthcoming year so we would definitely be putting on another twelve events. This news was received with applause from everybody in the room.

The entertainment was extra special with the Beal Street Boys entertaining right from the very start, even while they were warming up. The music was first class with people getting up to dance on the very first song right through to the very last one. They truly commanded the whole room with their energy and style.

This month the group spoke to two male pensioners, Mark and Stephen from Thurnscoe. They both live in sheltered accommodation and have been going to events from the very beginning. They noted that at the very beginning not many people attended but they were amazed at how many now attend on a regular basis. They mentioned that this event was a highlight of the month as it allowed them to come over and meet people for the first time as well as established friends.

Goldthorpe Development Group												
	January	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
People attending event	71	75	76	77	79	79	82	70	85	91	93	91
Providers attending events	1	2	0	0	0	1	0	0	0	0	1	0
Volunteers	9	11	8	12	11	11	12	14	12	11	8	12
New volunteers	0	0	0	1	1	0	0	0	0	0	0	0
Case studies	0	0	0	0	0	0	0	0	1	1	2	1

Dearne Electronic Community Village

Employability / ICT Project

This cohort started on the **20th August 2018**. Rory is currently working with **27 individuals** on the ICT and Employability Support sessions, 2.5 days per week. All learners are attending a minimum of 3 hours per week for 25+ weeks. All learners are enrolled onto the **OCR ICT (Entry 3) Award qualification** and also the **Learn My Way online course (UK Online/Tinder Foundation) and the Life & Living Skills Qualification**, again, accredited by OCR. Rory is currently preparing another cohort of **25 learner portfolios** to be sent to OCR for accreditation.

All learners are on course to complete and achieve the OCR qualification (I expect around 60+ enrolments by project end for this project – around May 2019).

The five people have gained employment on this project so far: As a Warehouse Operative – A&S Packing, HGV Driver, quality checker and administrator. Rory still dedicates over half his time with learners in small groups for CV / Jobsearch / Universal Jobmatch / Online Application activities, on top of the ICT qualification. DECV is still seeing a surge in people needing help with housing (Berneslai Homes) and paying Council Tax Online (BMBC). Although these subjects are covered in the course he helps individuals as and when needed with this.

All learners are unemployed (Universal Credit, some still on JSA) and Rory is helping transfer many from Jobseekers Allowance to Universal Credit. Most learners are now on Universal Credit. The rise in the number of learners attending with learning difficulties and many who have failed recent health assessments and are now job seeking (many 35 hours per week) has risen. Many of these learners (in my opinion) are not fit, either physically or mentally, for employment. Rory is also working with 2 learners with Asperger's, generally 1 to 1.

The DWP also refer many learners who are on what is called 'work prep'. This means they need to do some form of training towards employment (such as DECV ICT course), but don't need to do any form of job search or applications.

Other referrals are from Louise at Coalfields Regeneration Trust, the Salvation Army and Thurnscoe Library. I've set up links with Richard Jones replacement from CRT (Louise Jackson) and we have started working together with clients, mainly sorting out CSCS or CPC cards. Rory is now working with Lynette Clark from Prospects who will refer to DECV for ICT.

The workshop style sessions (3 days per week for this project) (Monday all day (8hrs) –Thursday (4hrs) and Friday all day 8Hrs) Consists of:

OCR Award in ICT (Entry 3) and Life & Living Skills Qualification

Unit 1 - Word Processing

Unit 2 – Internet Skills

Unit 3 - Email and communication

Unit 4 – Spreadsheets

Job search and Applications

Universal Credit

Find A Job website

Universal Jobmatch basics + Indeed / Reed / CV Library / Monster etc.

Application Forms Online

CV writing and updating

Register with Agencies

Emailing Application forms (Attachments)

Social Media and Jobsearch

Interview Techniques / Job search on Mobile Devices

Volunteer Positions

Learn my Way online course

Computer Basics

Online Banking

Shopping Online

Universal Jobmatch / Universal Credit

Finding a job online

Council Services Online / Benefits / Pip / Housing applications

Email basics

Internet Basics

Rory also covers Social Media / Facebook / Twitter / Skype as well as some sessions being conducted on iPads and Android devices, depending on learner preference, as social media sites are now used to advertise jobs. Many learners don't own a computer, but jobsearch and apply instead on mobile devices (tablets / phones).

Case Study

“Lynn enrolled with me in August 2018 and was newly claiming Universal Credit after being made redundant. Lynn came from a very professional working background, working in management for a building company for many years. Her computer skills were good but she had no idea about Universal Credit, Job search, CV's etc.. The last time she had a CV was in the 1980's. I decided the computer course would be good for Lynn as it would be a refresher and would also give her a look at more up to date programs than she was used to. The bulk of sessions would be focused on online Jobsearch and applications. We decided to split sessions in

two and focus primarily on the jobsearch as Lynn would fly through the coursework for the ICT.

Lynn's CV needed updating and a complete overhaul so we started from scratch and re-designed it, gave it a modern look. We also created 3 cover letters and signed upto around 10 different jobsites.

The applications Lynn worked on were far more involved than general job applications I'm used to helping with as many were management positions. One application could take an entire session and then we would consider re-writes. These applications were huge and demanding to complete for the both of us! Lynn had to attend on a 1 to 1 basis.

Lynne soon completed the Entry 3 ICT course and we progressed to level 1. Lynn really enjoyed the ICT course and happily worked from home to complete the course. By October the interviews began to roll in. After a few knock backs Lynn secured a fulltime position at Assa Abloy as an administrator in November 2018. Although a step down in terms of salary and duties, Lynn believed at her age she was ready to step back a bit and take something less stressful.

Lynn currently attends with me when she can to finish the ICT course and is very happy in her new position."

Bolton on Dearne Ex-service men's Club

The Club has had a change in committee but the new committee have finalised this project and provided all of the evidence needed. Two members have now completed their training with the hope of training other committee members and residents across from the club.



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BARNSELY METROPOLITAN BOROUGH COUNCIL

DEARNE AREA COUNCIL 21st January 2019

**Report of the
Dearne Area Council Manager**

Commissioning and finances

1.0 Purpose of Report

- 1.1 The purpose of the report is to update members regarding the procurement of the education, environment and volunteering service, to explore the options with regards future Area Council commissioning and have sight of spend to date for 2018/19 and 2019/20.

2.0 Recommendations

- 2.1 That members are updated on the procurement of the education, environment and volunteering service.
- 2.2 That members consider the options set out in this report for future Area Council commissions
- 2.3 That members approve the procurement and specification for the employability service at a cost of £33k per annum initially for 1 year with the option to extend for two further periods of a year.
- 2.4 That members note the current financial position and the impact on future budgets 2019/20 onwards

3.0 Education, Environment and Volunteering service

- 3.1 The evaluation panel consisting of the procurement team, area chair, manager and a local resident met on the 4th of December to evaluate and receive presentations from the two providers that had submitted an interest in delivering the service for the Dearne. The current provider Twiggs were successful in winning the tender and will start the new contract on the 1st of April 2019. The contracts will be exchanged the week commencing the 28th of January and a meeting has been arranged in order to start the scheduling of work process with the provider. Elected members, the core neighbourhood's team and groups delivering environmental activities in the Dearne have also been invited to attend. Twiggs have also been invited to attend the Area Council in May in order to give an update.

4.0 Employability

- 4.1 The Area Council members and Area Manger have had several meetings during 2018 in order to discuss future commissions and priorities. Members

have been provided with local data and intelligence as well as recent performance reports. Employability and getting people prepared for work remains an Area Council priority. The Dearne Area Council currently spends approximately 30k on employability through the Dearne Development Fund and has done so for the last couple of years. This is a service that has been very successful in giving people the skills to access employment. Currently this process as it stands is very time consuming for the provider and Area Manager. Further because it remains a priority it has become necessary to formalise through a commission process and because of the amount this will be done through three quotes on the Yortender system.

4.2 **Options**

Options	Risk	Benefit	Cost
A, Go out for three quotes	Lack of competition	Have an employability service that can be developed through contract management. More people in the area getting skills for employment. More time for the provider to develop the service.	£33k
B, Continue to fund through the Development Fund	Less finances for other projects in the area. Provider's time taken up with applying for grants and monitoring.	Still have a employability service	Previously cost approximately £30k per year not taking into consideration inflation
C, do nothing	Less people accessing employment opportunities in the Dearne	More money left in the Area Council budget	£0

- 4.3 If members of the Area Council approve the specification presented at this meeting the service will cost approximately £33k per year and will operate on a 1 year timeline with the ability to extend the contract based on performance and finances for a further two years. The timeline and the procurement timetable will be as follows:

Subject to approval, the service will go out for quotations on the 21st January, 2019 with a deadline date of the 4th of February for those wishing to tender for the service. The evaluation of returns will happen the week commencing the 6th

of February and outcomes will be agreed the following week. All other measures and contract requirement will be agreed prior to start date on the 1st of April 2019.

5.0 **Area Council Financial update**

5.1 **2018/2019**

The Area Council had an allocation of £200k for the 2018/19 financial year together with unspent monies from 2017/18 they had a starting budget of £208,467.96 During 2018/19 the Area Council agreed to continue with the environmental enforcement, private sector housing and the environmental, education and volunteering service, they have also allocated £65k to the Dearne Development Fund in order to meet area priorities. At the Area Council on the 30th of July 2018 members approved £4K match funding with Nesta for the social isolation project bringing the total spend during 2018/19 to £210,579.76, a slight overspend of £2,111.80.

However income from FPN since April 2018 totals £10,818, leaving £8,706.20 to spend on Dearne Area priorities.

5.2 **2019/2020**

To date the Area Council have agreed to commission and fund the education, environment and volunteer service, Housing and Migration officer and the community newsletter out of 2019/20 finances. This comes to a total of £119,597.76 spent to date on Dearne Area priorities.

See appendix 2 for financial breakdown

5.3 **Dearne Development Fund**

From the Area Council budget for 2018/19 they earmarked 65k to spend on Area Council priorities. From April 2018 they had a stating budget of £46,794.10 and have approved grants to a further 6 projects. As of January 2019 they have an allocation of £ 9,572.10 to spend on area priorities.

Organisation	Duration of funds	Amount	Total allocation remaining
Dearne Electronic community village	July-March 2019	£14,800	£46,794.10
DIAL	January 2019-31 st December 2019	£9,359	£37,435.10
CAB	October 2018-25 th September 2019	£8,069	£29,366.10
GDG	December 2018- December 2019	£5000	£24,366.10
Dearne and District	January 2019-March 2019	£7044	£17,322.10
Fit Reds	January 2019-June 2019	£7,750	£9,572.10

6.0 **Appendices**

Appendix 1: Employability service specification
Appendix 2: Financial update

Officer
Claire Dawson
Dearne Area Council Manager

Tel:
01226 775106

Date:
21st January 2019

**BARNSLEY METROPOLITAN
BOROUGH COUNCIL**



Assisted employment

PROJECT REF:

RETURN DATE: 4th February 2019

SPECIFICATION

Wendy Lowder

Executive Director, Adults and Communities

Barnsley MBC

Adults and Communities

SECTION 1

PROJECT OVERVIEW AND SCOPE OF SERVICE

1.0 Project overview

1.1 Introduction

The Dearne Area Council is looking to establish a contract with a provider to assist with employability support to be based in the Dearne Area of the Borough.

1.2 Background

Barnsley is a Metropolitan Borough of South Yorkshire, England. The Borough was formed under the Local Government Act 1972. The Borough now forms part of both the Sheffield City Region (SCR) and the Leeds City Region (LCR). Through Barnsley Councils governance arrangements implemented in 2013 the Dearne forms one of the six Area Councils that are planning, delivering and evaluating services on a locality based level.

The Dearne Area sits in the East of the Borough of Barnsley and is part of the Dearne Valley link which brings Barnsley together with Doncaster to the North and Rotherham to the South. The Dearne Area Council consists of Highgate, Thurnscoe, Goldthorpe and Bolton on Dearne wards. The area covers 16 sq. km with a population of 22,841.

Although employment rates have improved across the borough and the gap is closing with national averages, employment in the Dearne remains the highest across the Borough. A consultation exercise conducted by Turning Point in 2015 found that some of the barriers to work include travel and transport costs, lack of affordable childcare, long term health conditions, lack of confidence and low skills. Therefore the role of the incoming provider would be to tackle some of these barriers by stronger coordination and bringing together organisations to assist the individual in moving forward.

There are several employment and support initiatives already taking place in the Dearne including BMBC Adult Learning, Coalfields Regeneration, Company Shop, Department of work and pensions, Workingwin and the National Careers Service. The Dearne Area Council have also grant funded one to one and group support provided by Dearne Electronic Community Village based in Thurnscoe library. The current service works alongside approx 100 individuals over the course of a year needing employment support. The service currently works with individuals on a week by week basis providing intensive support which can differ from person to person.

<https://www.barnsley.gov.uk/media/3063/employment-and-skills-strategy.pdf>

2.0 Council Priorities

The Dearne Area Council reviews its priorities on an annual basis and the priorities are, the environment, economy, health, education, employment and young people. The priorities are set based on the needs of the community and by undertaking consultation with the residents. As well as the service ensuring it is working towards the Area Council priorities it must also note the overall priorities of Barnsley Council stated below:

2.1 Visions and Values

The Council's Vision is to 'Work together for a brighter future, a better Barnsley'

Our Values include:

Working Together

- We work as "One Council" to do the best that we can for our customers
- We build partnerships and work with others to achieve the best for Barnsley
- We are understanding and supportive of others, respecting and valuing differences

Honesty

- We are open and honest about what we are able to achieve, the decisions we make and how well we are doing
- We are true to our word, reliable and fair
- We are responsible and accountable for our actions

Excellence

- We are committed to quality and value for money
- We learn from our successes and mistakes
- We are flexible, adaptable and respond positively to change

Pride

- We are proud of the work we do and services we deliver
- We are proud to support our communities to make Barnsley a better place
- We are proud of our achievements

2.2 Barnsley Council Priorities and Outcome Statements

In developing and delivering this service, the Provider should ensure that it is contributing to the Authority's corporate priorities and outcome statements as outlined below:

Thriving and vibrant communities	Create more jobs and businesses through appropriate provision of business, enterprise and employment programmes to reduce worklessness amongst those
----------------------------------	--

	currently unemployed and increase skills levels of our current and future workforce
Supporting resilient communities	<p>Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives and Barnsley</p> <p>Support the many benefits of volunteering and foster our many and diverse opportunities for residents to gain new skills and experiences through volunteering</p> <p>Ensure customer services and the citizen experience of access is improved-facilitate greater self-help</p> <p>Engage local communities in helping them shape decisions and services in their neighbourhood</p>
Citizens achieving their potential	<p>Target young people, families and communities who may need extra help in gaining the skills and experience they need to succeed</p> <p>Prioritise the safeguarding of vulnerable children and adults, and ensure that the risk of them getting harmed is kept to an absolute minimum</p> <p>Make the improvement of people's health and wellbeing everybody's business, with an emphasis on prevention and the contribution that all services can make</p> <p>Prioritise the reduction in health inequalities between different parts of the Borough</p> <p>Ensure that the Council plays a strong part in keeping the Borough safe, and work with others to improve community safety</p>

3.0 Scope of Service

3.1 Description of Service to be provided

The assisted employment project will be aimed towards improving access into work and improving education, employability and work readiness by providing bespoke training packages designed around the needs of the individual and helping local

people gain the necessary skills for employment, this maybe either on a one to one basis or in group settings.

The provider will do an initial assessment with each participant and tailor support based on their needs. Some of the benefits of accessing such a programme will be to improve basic and key skills, increase motivation and interpersonal skills and improve the participant's employability chances.

This will be done by assisting with the development of CVs, access to accredited ICT programmes , employment searches and the promotion of vocational training. Skills play a vital part of delivering the vision as set out in Barnsley Councils employment and skills strategy. With many of the people which access the current employability service not having the confidence or skills to move forward in the workplace. Therefore this support is vital if the participants are going to have the confidence in accessing employment opportunities.

A primary focus will be to maximise digital technology, with a view to gaining skills and providing steps towards employment. Building motivation, confidence and self-esteem in unemployed learners will also be a key aim, using a friendly learning environment and encouraging progression.

The provider will establish volunteering opportunities and/or work placements as well as consider apprenticeship opportunities for local people. The provider will also work with other providers in the area that may assist the individual in meeting their specific needs

It will be the role of the provider to ensure that where barriers exist they work with other organisations in order to elevate some of them. The Service Provider will be required to liaise with employers (both local and those further afield), Coalfields, National Careers Service, DWP and other relevant organisations to identify job opportunities for local people. The service provider will also be required to attend the employability meetings in the Dearne with other providers in order to identify referral routes, duplication and gaps.

The project will also focus on the known required skills of existing and potential future local businesses, ie Aldi.

The Service Provider will be required to successfully deliver the project from mobilisation to completion/project closedown. It will be required to work with the Dearne Area Council via the Area Chair and Area Manager to:

- Identify unemployed people who wish to take part in the programme through working with local agencies and other locally based skills and employment providers.
- Recruit local volunteers to engage with the project and offer.

- Liaise with local employers regarding skills requirements for existing and planned jobs.
- Signpost individuals to other organisations who can provide additional advice and guidance – DWP outreach etc.
- Provide a period of intense confidence building/basic skills/ICT training to recruited candidates.

3.2 **Specific Aims and Objectives of the Service**

- Increase peoples understanding of the work environment.
- Provide bespoke training packages that address individual needs.
- Work closely with employers, Job Centre Plus, DWP and other relevant organisations to identify job opportunities for local people.
- Work closely with expanding businesses, both local and further afield and future inward investors to the area.
- Provide relevant training packages that pick up the recruitment methods and skills required of current and future local businesses/employers.
- Make access to ‘assisted employment’ easy for people of all ages and from any ethnic origins.
- Make the interventions/activities innovative, positive, vibrant and high quality.
- Increase awareness of digital technology.
- Assist in removing barriers to work such as transport/travel options/costs.
- Be based locally in suitable, easily accessible training facilities
- Complement existing training and skills providers in the area.
- Link with other Dearne Area Council procured services, such as Dial and CAB to support the individual.
- Promote the service through various mechanisms including social media
- Connect with Dearne Valley college in order to promote work placement opportunities

Under this contract, the successful Service Provider will be required to actively contribute to the achievement of specific **Social Value Objectives**. These reflect the vision and corporate priorities of the Dearne Area Council outlined in Sections 2 and include:

- Increase the motivation, confidence, self-esteem, attitudes and aspirations of unemployed people.
- Enable unemployed people to take ownership of their lives and make positive life choices.
- Be sustainable and support the creation of sustainable communities by deploying effective training.
- Harness the knowledge, capacity and experience that exist at local community level (the people, groups and businesses) in the design and delivery of these services, to create more resilient and self-reliant communities.

- Use expanding businesses and inward investors to support growth in the local economy.

4.0 Requirements of the provider

4.1 Service Providers Responsibility

The successful Provider will develop and deliver a service that: complements existing provision; addresses the needs of each ward in the area and deliver the outcomes outlined in this document.

Development of a strong collaborative working relationship with other providers in each of the wards will be key to the success of this project.

The interventions / activities to be delivered may include the following activities:

- One to one support
- Group sessions
- CV building
- Preparation for interviews
- Support in submitting applications for work
- Working closely with DWP
- Working in partnership with other employability providers

The above is not an exhaustive list and there may be other activities you wish to include.

It is expected that the set-up and ongoing costs of materials, venue costs, and equipment will be met by the provider. The provider will ensure that these materials and equipment are well maintained, safe to use and kept in a secure place.

The provider will be expected to provide information for the Dearne Area Manager to highlight the work taking place and the improvements being made in order to promote the good work happening in the area. The provider will be required to collate information regarding the work that has been undertaken and provide the Area Manager quarterly reports which will include case studies and pictures.

5.0 Target group and/or area

- 5.1 Unemployed people who live in the Dearne North and South Wards. Any training must be easily accessible to people who live in the Dearne North and South Wards and accordingly must be held locally, preferably at local premises

6.0 Equality impacts

- 6.1 The successful Service Provider will be required to ensure that the service is free from bias and acknowledges and respects gender, sexual orientation, age, race, religion and culture, lifestyles and values. If any needs are required as per the Equalities Act, such as language or disability, these needs will be provided for during the term of the contract.

7.0 Performance measures and outcomes

7.1 Service Outcomes and Measures

Table 1 below details the outcomes or results that the Service Provider is required to achieve as a consequence of the service being delivered. A list of possible measures to monitor and evidence the achievement of outcomes is also provided. This is indicative only and Tenderers are required, as part of their tender return, to propose their own list of outcome measures, along with realistic targets, baselines and a methodology for gathering the data/measuring. Final measures and targets will be agreed prior to contract commencement. Please refer to Section 2 – Tender Quality Questionnaire.

7.2 Table 1

Performance Measures		
<i>Outcome</i>	<i>Measure for Evidencing Achievement of the Outcomes (Indicative only)</i>	<i>Methodology for Capturing Data associated with the Measure (Indicative only)</i>
Reduce Unemployment (a minimum of 20 people to gain employment through this project)	Number of people recruited onto this project obtaining employment	Service Provider to determine
Increase the level of local recruitment by local businesses	Number of locally based employments for people recruited onto this project	Service Provider to determine
Local people with more confidence to access work (a minimum of 30 people gaining accredited qualifications through this project)	Number of unemployed people gaining accredited qualifications from this project Number of unemployed people being recruited onto this project	Service Provider to determine

8.0 Procurement programme

Indicative Programme:	
Documentation uploaded to YORtender	2019
Deadline for queries	28 th January 2019
Quotation return deadline	4 th February 2019
Verifier opening of quotations	4 th February 2019
Evaluation of quotes / determine successful bidder	6 th February 2019
Agreement of outcome measures, targets and outputs	W/C 11 th February 2019
Issue of Letter Intent and Contract	W/C 13 th February 2019
Service Provider to determine delivery schedule	W/C 20 th February 2019
Contract Start Date	1 st April 2019

9.0 Contract value and duration

9.1 The contract shall be awarded on a 1 year plus the option to extend for a further 2 year basis. This will be service provider performance and Area Council finance dependant.

The cost of the service is £33,000 per annum.

9.2 Contract terms and conditions

9.1 See– Form of Contract.

10 Contract monitoring and recording requirements

10.1 The Service Provider will need to demonstrate the effectiveness of the service in terms of delivering the required outcomes, targets, agreed outcome measures and activities. There is a key requirement of the Service Provider to:

- Collect, collate and report on a range of agreed measures on a quarterly basis as part of a quarterly reporting regime.
- Establish compatible systems to ensure effective management and performance management of the service. Information systems must comply with the requirement of the General Data Protection Regulation (**GDPR**)
- Attend quarterly meetings with the Area Council’s Contract Manager to discuss the quarterly report and request any additional information/provide clarification on pertinent issues, as required.
- Submit an end of year review performance report and provide any other information required to inform that review.
- Subject to satisfactory annual review outcome, attend a ‘lessons learned’ meeting to be convened one month before the one year contract end date

and submit an end of project performance report prior to this end date, fully and properly evidencing achievement of outcomes.

The Area Council Manager will be involved in all performance reviews and may reasonably request additional information at any time.

11 Quality standards

- 11.1** Robust policies and procedures are in place to ensure safeguarding of all adults and children and, in particular, adequate measures/systems to ensure robust data protection and information governance.
- 11.2** Where an appropriate British Standards Specification or British Standard of Code of Practice is issued by the British Standards Institution is current at the date of the tender, all goods and materials used or supplied and all workmanship shall be in accordance with that standard.
- 11.3** The Service Provider has a legal obligation to adhere to all equality legislation. The Service Provider must produce its policy relating to race, gender, disability religion or belief, sexual orientation and age. This policy should include the reporting mechanism for any adverse events which would constitute a deviation. Any and all adverse events should be reported to the Area Council Manager.
- 11.4** The Service Provider will ensure that:
- All materials used in carrying out the service comply with the relevant Regulations.
 - All materials and equipment are stored in a safe and proper manner.
 - Environmentally friendly materials are used whenever possible.
 - All staff are equipped with appropriate training, staff development and supervision.
 - All staff employed or engaged by the Service Provider are informed and are aware of the standard of performance that they are required to provide and are able to meet that standard.
 - All staff employed or engaged by the Service Provider must be registered with the appropriate professional body where applicable.
 - The adherence of the Service Provider's staff to such standards of performance is routinely monitored and that remedial action is promptly taken where such standards are not met.
 - All staff employed or engaged by the Service Provider have been subject to a GDPR clearance, where required, and an acceptable outcome determined.
 - For the avoidance of doubt, nothing in this Specification is intended to prevent the Service Provider from setting higher quality standards than those laid down in the Contract.

Additionally:

- The Service Provider will have a robust system for monitoring complaints and suggestions; feedback from service users will inform service delivery and fed into the annual review.
- The Service Provider will submit reports summarising any complaints, investigations and remedial actions.

Appendix Two: Financial Update

Area Council Spend	2015/2016	2016/2017	2017/18	2018/19	2019/20
Base allocation	£200,000	£200,000	£200,000	£200,000	
Carry forward	+£55,438	+£21,299	+£19,665.96	+£8,467.96	
Total allocation for year	£255,438	£221,299	£219,665.96	£208,467.96	
Environmental Enforcement	-£ 18,465	-£ 27,898	-£27,898	-27,898	
Environmental Enforcement - BMBC contribution	-£ 5,000	-£5,500	-£5,500	-5,500	
Community Newsletter	-£1,211	-£2,198.04	-£2,800	-£2,658.76	-£3,040.76
Training for Employment	-£ 37,000				
Private Sector Rented Housing Management / Enforcement	-£62,300	- £12,000	-£36,081	-£30,523	-£31,557
Dearne Clean & Tidy	-£ 75,000	- £43,736	-£75,000	-£75,000	-£85,000
Dearne Development Fund	-£ 62,646	-£95,000	-£70,000	-£65,000	
Ward Alliance's		-£20,000			
Contribution to social isolation project				-£4,000	
Contribution towards Railway Embankment		-£10,000			
Total spend (actual)	£261,622	£216,332.04	£217,279	£210,579.76	£119,597.76
Allocation remaining	-£6,184	+£4967.96	+£2,386.96	-£ 2,111.80	
FPN income received	+£27,483	+£14,698	+£6,081	+£2,610	
				+£6,208	
				+£2,000	
Final Allocation remaining	+£21,299	+£19,665.96	£8,467.96	£8,706.20	

External Funding

Organisation	Duration of funds	Amount
Nesta- social isolation	2018-2020	£38,000

Dearne Development Fund

Organisation	Duration of funds	Amount	Total allocation remaining
Dearne Electronic community village	July-March 2019	£14,800	£46,794.10
DIAL	January 2019-31 st December 2019	£9,359	£37,435.10
CAB	October 2018-25 th September 2019	£8,069	£29,366.10
GDG	December 2018-December 2019	£5000	£24,366.10
Dearne and District	January 2019-March 2019	£7044	£17,322.10
Fit Reds	January 2019-June 2019	£7,750	£9,572.10

BARNSELY METROPOLITAN BOROUGH COUNCIL

Dearne Area Council Meeting

**Report of Dearne Area Council
Manager**

The Dearne Development Fund

1.0 Purpose of Report

To update members regarding the last financial years spend and the proposal for allocated finances from the 2019/20 year in order to continue with the Dearne Development Fund to address the area priorities.

2.0 Recommendations

- 2.1 That members allocate £60,000 out of their commissioning budget to continue the Dearne Development Fund in the 2019/20 financial year. Grants will be allocated from £1,000 - £15,000 in order to enhance/improve provision that already exists within the Dearne Area.
- 2.3 That members agree to the continuation of a Dearne Development Fund in 2019/20.
- 2.4 That the Service Director, Stronger Safer and Healthier Communities be authorised to approve grants of between £1,000 and £15,000 following consultation with the Dearne Development Fund allocation panel.

2.0 Development Fund

- 2.1 At the Area Council on the 22nd of January members agreed to earmark £65k to the Development Fund during 2018/19 to spend on Dearne priorities. As there was an overspend of £3,405.90 in 2017/18 and they allocated £14,800 to Dearne Electric Community Village. The Dearne Area Council had an allocation of £46,794.10 remaining to spend on area priorities during 2018/19.
- 2.2 Members of the panel have met twice during 2018/19 and allocated 6 grants to Goldthorpe Development Group, Dial, Dearne Electronic Community Village, CAB, Dearne and District and Fit Reds. The panel have allocated £37, 222 to projects leaving £9,572.10 to allocate.
- 2.4 It is proposed that the Dearne Area Council continues with the Dearne Development Fund in the 2019/20 financial year and allocates a further £60,000 of its budget in order to enhance and improve provision.

2.5 The allocation of funds will be between £1,000- £15,000 and an allocation panel will be convened in order to discuss applicants and make recommendations twice per year. The final approval will be delegated to the Service Director, Stronger, Safer and Healthier Communities. The panel will consist of the Area Council Manger, Dearne North and South residents and elected members.

Officer:

Claire Dawson
Dearne Area Council Manager

Tel:

01226 775106

Date:

21st January 2019

**BARNSELY METROPOLITAN BOROUGH COUNCIL
DEARNE AREA COUNCIL 21st January 2019**

**Report of the
Dearne Area Council Manager**

Update on Ward Alliance Fund Spend

1.0 Purpose of Report

1.1 This report seeks to inform Members about spend to date from Ward Alliance Funds within the Dearne Area.

2.0 Recommendations

2.1 That the Dearne Area Council receives the Ward Alliance Fund Report and notes any spend to date for the Wards of Dearne North and Dearne South.

3.0 Introduction

3.1 This report is set within the context of decisions made with regards to Ward Alliance Fund arrangements (Cab16.1.2013/10.3).

3.2 In considering projects for the use of the Ward Alliance Funds, Members are satisfied that the projects identified meet a recognised need for the Ward, are in the wider public interest, and represent value for money.

4.0 Spend to date

4.1 For Dearne North the starting balance for the 2018/19 financial year is £9,506.69, the £493.31 overspend was deducted from the starting balance. Currently they have provided funds for 16 projects at a cost of £5,741.72 leaving a £3,764.97 balance.

4.2 For Dearne South the starting balance for the 2018/19 financial year is £11,021.36 this includes the underspend of £1,021.36. Currently they have provided funds for 12 projects at a cost of £4,904.72 leaving a balance of £6,116.64.

5.0 Appendix

Appendix One : Breakdown of Ward Alliance Spend

Officer:
Claire Dawson
Dearne Area Council Manager

Tel:
01226 775106

Date:
21st Januray 2019

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2018/19 WARD FUNDING ALLOCATIONS

For 2018/19 each Ward will have an allocation of £10,000 Ward Alliance Fund.

The carry-forward and overspend of the 2017/18 Ward Alliance Fund were combined and added to the 2018/19 Allocation and to be managed as a single budget.

Dearne North Ward Alliance budget

For the 2018/19 financial year the Ward Alliance has the following available budget.

£10,000 base allocation
 £-493.31 from 2017/18
£ 9,506.69 total available funding

Agreed Ward Alliance funding

<u>Project</u>	<u>Allocation</u>	<u>Allocation remaining</u>
Hanover Street Clean up	£600.00	8906.69
PANDA	£460.00	8446.69
2 ACT Youth Theatre Academy	£700.00	£7746.69
Barnsley Metropolitan Band	£212.10	£7534.59
Hanover Street clean up (* credit from discount on delivery)	+ £348.00	£7882.59
Salvation Army	£250.00 *	£7632.59
Dearne Health Oral Project	£235.00	£7397.59
Thurnscoe Library	£625.00	£6772.59
Dearne Bulky Rubbish Scheme	£1000.00	£5772.59
Station House Com. Assoc.	£255.00	£5517.59
British Legion	£150.00	£5367.59
Thurnscoe East Angling Club	£480.00	£4887.59
First Aid Training	£675.00	£4212.59
Carers Leaver Xmas Lunch	£47.62	£4164.97
Salvation Army	£250.00 * (extended original application to £500)	£3914.97
VAB (online training)	£150.00	£3764.97

Total spend = £5741.72

Match funded = £2554.72

Dearne South Ward Alliance budget

For the 2018/19 financial year the Ward Alliance has the following available budget.

£10,000 base allocation

£1,021.36 carried forward from 2017/18

£11,021.36 total available funding

Agreed Ward Alliance funding

<u>Project</u>	<u>Allocation</u>	<u>Allocation remaining</u>
PANDA	£460.00	£10561.36
Barnsley Metropolitan Band	£212.10	£10349.26
Salvation Army (electrics)	£250.00*	£10099.26
Dearne Health Oral Project	£235.00	£9864.26
Goldthorpe Library	£625.00	£9239.26
Friends of BOD War Memorial	£500.00	£8739.26
Dearne Bulky Rubbish Scheme	£1000.00	£7739.26
Highgate FC	£500.00	£7239.26
First Aid Training	£675.00	£6564.26
Carers Leaver Xmas Lunch	£47.62	£6516.64
Salvation Army (cooker)	£250.00 * (extended original application to £500)	£6266.64
VAB (online training)	£150.00	£6116.64

Total spend= £4904.72

Match funded = £1969.72