

MEETING:	Penistone Area Council
DATE:	Thursday, 13 June 2019
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

AGENDA

- 1 Declarations of pecuniary and non-pecuniary interests

Minutes and notes

- 2 Minutes of the Penistone Area Council meeting held on 11th April, 2019
(Pac.13.06.2019/2) *(Pages 3 - 6)*
- 3 Notes from the Penistone Ward Alliance held on 11th April and 23rd May, 2019
(Pac.13.06.2019/3) *(Pages 7 - 10)*

Performance

- 4 Report on the Use of Ward Alliance Funds (Pac.13.06.2019/4) *(Pages 11 - 12)*
- 5 Performance Report Q4 (Pac.13.06.2019/5) *(Pages 13 - 54)*
- 6 Presentation by Twiggs Grounds Maintenance (Pac.13.06.2019/6)

Items for Decision

- 7 Procurement and Financial Update (Pac.13.06.2019/7) *(Pages 55 - 62)*
- 8 Consultation to inform Area Council priorities from 2020 onwards
(Pac.13.06.2019/8) *(Pages 63 - 68)*

To: Chair and Members of Penistone Area Council:-

Councillors Barnard (Chair), Greenhough, David Griffin, Hand-Davis, Kitching and Wilson

Area Council Support Officers:

David Shepherd, Penistone Area Council Senior Management Link Officer
Elaine Equeall, Penistone 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

Wednesday, 5 June 2019

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MEETING:	Penistone Area Council
DATE:	Thursday, 11 April 2019
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

MINUTES

Present Councillors Barnard (Chair), Hand-Davis, Kitching, Millner and Wilson

41 Declarations of pecuniary and non-pecuniary interests

No Members declared an interest in any item on the agenda.

42 Minutes of the Penistone Area Council meeting held on 14th February, 2019 (Pac.11.04.2019/2)

The Area Council received the minutes of the previous meeting held on 14th February, 2019.

Members discussed the recent issues at Sporting Penistone and the successful crowdfunding campaign to contribute to the roof repairs.

Members heard of the discussions taking place between South Pennine Community Bus Service, South Yorkshire Passenger Transport Executive, and other partners. It was noted that the outcome of these discussions would feed into a future meeting of the Area Council.

It was noted that Penistone FM would shortly be celebrating its 10 year anniversary and had received confirmation of a licence to broadcast for a further 5 years. Members expressed their congratulations on this valuable service.

RESOLVED that the minutes of the Penistone Area Council meeting held on 14th February, 2019 be approved as a true and correct record.

43 Notes from the Penistone Ward Alliance Held on 21st February, and 14th March, 2019 (Pac.11.04.2019/3)

The meeting received the notes from the Penistone Ward Alliance meetings held on 21st February and 14th March, 2019.

RESOLVED that the notes from the Penistone Ward Alliance be received.

44 Report on the Use of Ward Alliance Funds (Pac.11.04.2019/4)

Members received the report, noting the wide range of projects supported through the fund. Noted was the £6,014 remaining to be carried forward into 2019/20. An allocated of £10,000 per ward would supplement this to enable a starting budget of £26,014 for the 2019/20 financial year.

It was noted that the 1st official Park Run in Penistone would be held on Saturday 13th April, and it was hoped this would be successful, with many people often travelling long distances for the launch of a new Park Run. Members suggested that this would offer the opportunity to attract visitors to the area.

RESOLVED that the report be noted.

45 Interim Performance Report (Pac.11.04.2019/5)

The Area Council Manager introduced the report, noting that performance information for the end of the quarter would be available at the next meeting of the Area Council.

Members heard how the DIAL advice service was still very heavily used and the volunteer who assisted the delivery had been commended at the Mayor's volunteer celebration event. It was noted that they not only assisted clients, but gained much from volunteering themselves.

With regards to the Clean, Green and Tidy team, Members noted that the commission continued to work alongside more longer established groups such as the Marketeers and Team Green Moor. In addition a relationship had been developed with Tankersley and Pilley Environmental Group, helping to engage businesses in the area. Members also noted the work on Annat Royd Nature Reserve. The Area Council Manager added that work was underway to promote the service with Parish Councils.

Members also noted the work of Twiggs Grounds Maintenance with Incredible Edible outside Penistone Hall and in Watermeadows Park. In addition, the variety of events to coincide with the Great British Spring Clean was noted.

Members heard of the services agreed through the Supporting Isolated and Vulnerable Older People Grant. Age UK would be establishing a volunteer befriending service, developing groups aimed at improving health and wellbeing, and also establishing a health and wellbeing network. Those present heard of the positive feedback from the first network meeting. Noted was the work to try and engage isolated and vulnerable men, with a 'Men in Sheds' project being considered. Also noted was the work with Penistone Grammar School to establish intergenerational projects.

The Penistone Young Voices project was making positive progress, with eight young people engaged. This not only provided them with a qualification which was recognised by universities, but also valuable work experience.

An update on the South Pennine Community Bus Service was provided. This was due to end shortly and a further application to the Working Together Fund had previously been welcomed. Members heard of the discussions with South Yorkshire Passenger Transport Executive and with local sponsors, which had yet to be concluded, the outcome of which would feed into any application for funding.

RESOLVED that the report be noted.

46 Procurement and Financial Update (Pac.11.04.2019/6)

The item was introduced by the Area Council Manager who drew the attention of Members to the contracts awarded under the Supporting Isolation and Older People Grant Fund. Pre-contract meetings had been held with Age UK and good progress was being made in delivery.

Members considered the projects currently funded through the Working Together Fund, which included the continuation of the service provided through DIAL and the recently established pilot being delivered by Citizen's Advice Bureau. Those present discussed the delays in the Trans-pennine Trail Station project, with formal approval expected from Network Rail shortly.

It was noted that the Clean, Green and Tidy Service was in its second year, and that decisions would need to be taken as to whether to commission a similar service going forward. Twiggs were scheduled to attend the next meeting of the Area Council to present performance and any lessons learned to inform any future service.

Members noted that the Ward Alliance Fund had received its annual allocation from core budgets of £10,000 per ward. It was agreed that this be monitored carefully throughout the year to assess whether any further finance was required to be devolved from the Area Council.

Previous discussions on the Community Magazine were referred to and a suggestion was made to make finance available for space within the Penistone Living magazine.

The Area Council Manager provided an update of the financial position of the Area Council, with any underspend from the 2018/19 to be allocated to the Working Together Fund.

It was noted that for the 2019/20 financial year approximately £140,000 remained for allocation.

RESOLVED:-

- (i) That the updates on procurement activity, the Working Together Fund, the Supporting Isolated and Older People Grant Fund, and the Clean, Green and Green Contract be noted;
- (ii) That approval be given for the inclusion of content detailing the work of the Penistone Area Council and Ward Alliance in the Penistone Living magazine over the next 12 months at a cost of up to £2,664;
- (iii) That the end of year financial statement for 2018/19 and current position for 2019/20 be noted.

Chair

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NOTES OF PENISTONE WARD ALLIANCE MEETING
Thursday 11th April 2019, Penistone Town Hall

1. Present: Cllr Robert Barnard, Cllr Andrew Millner, Ann Walker, Jonathan Cutts, Graham Saunders, Ann Rusby, Pauline Ogden, Adrian James, Bob Blythe, Cllr Paul Hand-Davis, Joe Unsworth, Cllr John Wilson

In Attendance: Stephen Miller

Apologies: Cllr David Griffin, Cllr Hannah Kitching, Richard Leech

2. Declarations of Pecuniary and Non-pecuniary Interest

Cllr Millner declared a non-pecuniary interest in the Penistone FM application.

3. Correspondence

Pauline Ogden and Joe Unsworth were welcomed as new members of the Penistone Ward Alliance.

Richard Popplewell and Bob Green have both stepped down from the Penistone Ward Alliance. Thanks was given for all their support of the Penistone Ward Alliance and the communities of Hunshelf and Millhouse Green.

4. Notes of the Meeting Held on 14th March 2019

Members agreed that the notes of the meeting were an accurate record.

5. To Consider any Matters Arising from the Notes

None.

6. Penistone Ward Alliance Plan 2019-2020

The draft plan was presented and accepted with minor amendments. Plan will be used as agenda item at all future Ward Alliance meetings.

7. Ward Alliance Finances 2019-2020

Cllr Barnard confirmed the Penistone Ward Alliance fund has an allocation of £26,014.80 for the current financial year.

8. Applications for Financial Assistance

a) Penistone FM

The radio station was commended for their reapplication and focus on volunteering. An allocation of £2,000 was recommended by members. Cllr Andrew Millner volunteered to be the project liaison.

b) Thurgoland First Aid

The Ward Alliance thanked the local group in Thurgoland for their commitment to their local community. An allocation of £480 was recommended by members. Bob Blythe volunteered to be the project liaison.

c) PenActive

Members praised this new initiative supported by Sporting Penistone and Age UK Barnsley. An allocation of £1,470 was recommended by members. Graham Saunders volunteered to be the project liaison.

d) Penistone Armed Forces Day

The group were praised for delivering a very successful first event in 2017 and their engagement with 100s of volunteers. An allocation of £1,900 was recommended by members. Jonathan Cutts volunteered to be the project liaison.

e) Team Green Moor

It was felt some items on the individual budget breakdown could be acquired for less with more competitive quotes. It was also raised that the VAT should be removed as this would be reclaimable by the parish council. An allocation of £2,500 was recommended by members. Cllr John Wilson volunteered to be the project liaison.

9. Any other business

Request to share the Ward Alliance finance sheet for last financial year.

10. Date and time of next meeting

Members agreed that the next meeting would be held on the 9th May 2019, 7pm at Penistone Town Hall.

NOTES OF PENISTONE WARD ALLIANCE MEETING
Thursday 23rd May April 2019, Penistone Town Hall

1. Present: Cllr Robert Barnard, Joe Unsworth, Cllr John Wilson, Ann Walker, Allen Pestell, Cllr Paul Hand-Davis, Adrian James, Ann Rusby, Graham Saunders, Pauline Ogden, Cllr David Greenhough, Jonathan Cutts, Cllr David Griffin

In Attendance: Stephen Miller, Elaine Equeall

Apologies: Cllr Hannah Kitching, Richard Leech, Bob Blythe

2. Declarations of Pecuniary and Non-pecuniary Interest

None.

3. Penistone Area Council Update

Elaine Equeall, Penistone Area Council Manager, updated members about the work of the Penistone Area Council and opportunities to get involved. Cllr David Griffin, Cllr John Wilson, Joe Unsworth and Allen Pestell volunteered to support the Age Friendly Penistone.

4. Notes of the Meeting Held on 11th April 2019

Members agreed that the notes of the meeting were an accurate record.

5. To Consider any Matters Arising from the Notes

None.

6. Ward Alliance Finances

Cllr Barnard confirmed the Penistone Ward Alliance fund has an allocation of £17,665 for the current financial year.

7. Penistone Ward Alliance Plan and Project Updates

Team Green Moor are making excellent progress with their Britain in Bloom project. Plans for Penistone Armed Forces Day are looking good and full acknowledgment of the Penistone Ward Alliance has been included on their banners. PenActive is due to start in two weeks and their posters are acknowledging the Penistone Ward Alliance.

Further acknowledgement was discussed and the idea of creating a Penistone Ward Alliance logo.

8. Applications for Financial Assistance

a) Millhouse Sports Club

Concerns were raised regarding the insurance in place for this type of building work. Cllr Griffin volunteered to speak to the group about this and other potential monies that might be available.

b) Barnsley Youth Choir

Good to see the membership from the Penistone Wards was high. Concern was raised about using single-use plastic bottles for the children; this was to be raised with the group. An allocation of £1,531.17 was recommended by members.

c) Majestic Academy of Music and Arts

No specific information about people from the Penistone Wards who benefit from this project and worries it could take away from local projects. No allocation was recommended by members.

d) Barnsley Pals Colours Project

Although the links to local priorities were not the strongest there is a good connection between the Barnsley Pals and the Penistone Ward via individual soldiers and the training camp at Silverwood. An allocation of £500 was recommended by members.

9. Any other business

A community celebration is being planned for the Penistone Area, Ann Walker, Graham Saunders, Cllr Robert Barnard and Allen Pestell volunteered to support.

Ann Walker informed the group that the Oxpring Neighbourhood Plan was passed by 85% at the recent referendum.

Allen Pestell informed the group of the funeral arrangements for Andrew Battye in Penistone. The Ward Alliance gave their condolences to his family and friends.

10. Date and time of next meeting

Members agreed that the next meeting would be held on the 13th June 2019, 7pm at Penistone Town Hall.

2019/20 WARD FUNDING ALLOCATIONS

For 2019/20 each Ward will have an allocation of £10,000 Ward Alliance Fund.

50% of the funding requires a match-funding element of volunteer time that directly relates to the project in question, or other match funding resources (such as free room hire or donations of goods and equipment). This reflects the fact that the fund is intended to support volunteering and social action in our communities.

50% can be used for initiatives that have no volunteer element – such as the purchase and installation of benches, hanging baskets or other street furniture.

Area Councils have the option to allocate up to £20,000 from the Area Council budget to each of their Ward Alliances. This is discretionary to each Area Council, and Area Council's may also choose not to allocate any funding to ward level.

The carry-forward of remaining balances of the 2019/19 Ward Alliance Fund will be combined and added to the 2019/20 Allocation, to be managed as a single budget with the above conditions.

All decisions on the use of this funding need to be approved through the Ward Alliance.

2019/20 Final Ward Project Allocations

PENISTONE WARD ALLIANCE

For the 2019/20 financial year the Ward Alliance have the following available budget.

£20,000.00	base allocation
£6,015	carried forward from 2018/19
£26,015	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining £26,015
			£13,007.50	
Pen Active	£1470	£1945.44	£13,007.50	£24,545
Thurgoland Village Welfare Association - First Aid Emergency Training	£480	£1,296.96	£13,007.50	£24,065
Penistone Community Raisers - Penistone Armed	£1900	£47,000	£13,007.50	£22,165

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining £26,015
Forces Day 2019				
Team Green Moor - Yorkshire Rep in RHS Britain in Bloom 2019	£2500	£13,239.80	£13,007.50	£19,665
Penistone Community Radio - Celebrate Volunteers	£2000	£740.40	£11,747.90	£17,665

Penistone Area Council

Penistone East, Penistone West



Performance Report Quarter Four January – March 2019

Introduction

Penistone Area Council priorities
and Barnsley Council's priorities:

Environment

THE LOCAL ECONOMY
including Tourism

Helping people
to connect better

Health & Well Being

SUPPORT
for young people








THRIVING &
VIBRANT ECONOMY

PEOPLE ^{ACHIEVING}
THEIR
POTENTIAL

STRONG &
RESILIENT COMMUNITIES

COMMISSIONING WORK AND PROJECTS:

Table 1 below provides an overview of all the providers that have been appointed to date to deliver services that address the priorities and deliver the outcomes and social value objectives for the Penistone Area Council.

Penistone Area Council priority	Service	Provider	Contract Value	Contract period
	Clean and Tidy Team	Environmental Services, BMBC	£160,000 18months	1 st November 2015 - 31 st May 2017
	Clean and Tidy extension – 3 days per week/ staff	Environmental Services, BMBC	£10,264	
	DIAL Drop in Service	DIAL	£4275	Working Together Funding – Jan17 to Dec17
			£4395	WTF funding Jan-Dec 2018
			£9700	WT funding Jan-Dec2019 (+1 year extension subject to performance)
    	Additional allocation to ward Alliance	Penistone East and West Ward Alliance	£10,000	June 17 – March 18
		Penistone East and West Ward Alliance	£20,000	July 2018 – March 2019

    	Penistone Working Together Fund	Round 1: Penistone Scouts £8050 Penistone Round Table £11,660 TPT Volunteers £6630 Penistone FM £15,627	Completed Dec 17 Dec 17 Completed
		Round 2: Bumping spaces £19,836 Sporting Penistone £16,230 Penistone youth project £8730	01/04/2017-18 01/04/2017-18 January 17-18
		Round 3: Penistone Community Radio Project £19,840 Cycle Penistone CIC £5990 South Pennine Community Transport CIC £5000 £6538	September 17-18 Completed March 2018 Pilot project Dec 2017 Pilot extension to March 2018
		Round 4: South Pennine Community Transport CIC £20,000 Penistone FM Young Voices for Penistone £7644 TPT volunteers Station project extension £2890 Citizen's Advice Bureau Pilot £2115	Operational costs April 2018–end March 2019 September 2018 –August 2019 September – December 2018 April – September 2019
		Round 5: South Pennine Community Transport CIC £14,000 DIAL contract (see above)	Support to operational costs April – March 2020

<p>Health & Well Being</p> <p>Helping people to connect better</p>	<p>Tackling isolation and loneliness</p> <p>Contract extension</p>	<p>Age UK</p> <p>Supporting Vulnerable and Isolated Older people grant fund Age UK (all 3 lots)</p>	<p>£70,000</p> <p>£70,000 (£17,500 17/18 budget, £52,000 18/19 budget)</p> <p>£25,000 Befriending</p> <p>£25,000 group activity</p> <p>£20,000 Provider network</p>	<p>1st January – 31st December 17</p> <p>12 month extension to Jan 2019</p> <p>Jan 2019-2020</p>
<p>Helping people to connect better</p>	<p>Penistone Matters Magazine</p> <p>Penistone Living magazine</p>	<p>Penistone Area Council</p> <p>Penistone Area Council promotional content</p>	<p>£3364 Delivery costs</p> <p>£3873 Delivery costs</p> <p>£2664</p>	<p>2017 summer edition</p> <p>Autumn edition 2018</p> <p>2 editions 6 page inserts over 12 month 2019-2020</p>
<p>Environment</p>	<p>Clean, Green and Tidy</p> <p>Contract extension</p>	<p>Twiggs Grounds Maintenance Limited</p>	<p>£98,006.96</p> <p>£98,007</p>	<p>1st November 2017– 31st October 2018</p> <p>12 months to 31st Oct 2019</p>

PART A - OVERVIEW OF PERFORMANCE

The Penistone Area Council commissions and funds contribute to the Councils overall priorities of thriving vibrant economy, stronger resilient communities and citizens achieving their potential.

The achievements of the combined outcomes are listed in table's below:



Outcome Indicators / target	Total Achieved to date	Achieved this quarter
No. of FTE jobs created and recruited to	18.5	3
No. of apprentice and placement created and recruited to	2	0
Number of people taking up work experience placements	23	5
No of clean & tidy activities which involve businesses	94	12
Local spend (average across all contracts)	96%	98%



Outcome Indicators Target	Total Achieved to date	Achieved this quarter
No. of adult volunteers engaged	1767	159
No. of young people engaged in volunteering	541	6
No. of activities which involve young people under the age of 18	172	22
No. of new volunteers	631	24
No. of community groups supported	324	36
No. of new community groups supported	45	3
Volunteer hours contributed (£ value) **	£203,824	10,328

No. of volunteer opportunities created	847	38
Community car scheme journeys	501	92

Includes Dial = Q1 return ,Penistone FM =Q2 Age UK =Q1 Twiggs Q2 (yr 2) South Pennine Q4

**calculated at new rate of £13.51 from april 2018



Outcome Indicators Target	Total Achieved to date	Achieved this quarter
No. people achieving a qualification / accreditation	148	0
No. of people receiving training	816	91
No. of residents and young people receiving advice and support	573	79
No. of residents referred to health advice	13	4
No. of young people making a positive contribution to the design/ maintenance of their local environment **	504	78
No of people who feel they have the opportunity to influence the design and maintenance of their local environment ***	182	5

*
DOES NOT INCLUDE SCHOOL PUPILS

**INCLUDES SCHOOL PUPILS

***COUNTED AS REPORT GROUPS TAKING RESPONSIBILITY FOR GREEN SPACES

PART B - SUMMARY PERFORMANCE MANAGEMENT REPORT FOR EACH SERVICE/ PROJECT

In addition to BMBC Council priorities the commissioned work also contributes towards meeting Communities Public Health Outcomes which are mapped 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

Public health outcomes for individual commissioned work has been highlighted within the report below.

Penistone Advice Drop In



	RAG
Satisfactory quarterly monitoring report	●
Milestones achieved	●
Satisfactory spend and financial information	●
Overall satisfaction with delivery against contract	●



**Passionate
about
possibilities.**

The DIAL drop in provides Penistone with a dedicated advice worker supported by a volunteer, half a day per week. Funding for this service comes from the Penistone Working Together Fund, and has been approved on a 12 month basis subject to satisfactory performance since 2017. The performance shown below is from the first quarter of the new contract for 2019.

Project Highlights

- **13** sessions held
- **51** residents have received face-to-face advice
- The average number of residents attending a session is **4**
- The highest number of residents attending a session is **6**
- The total **actual** amount of unclaimed benefit income generated through the sessions to date is **£9,380**
- The total **projected** amount of unclaimed benefits generated through the sessions to date is **£59,898** (this includes claims waiting for a decision)
- For every £1 invested from the Penistone Working Together Fund the project has brought **£7.40** into the area * actual amount of unclaimed benefit income generated divided by one quarter's grant payment
- Volunteers gave **195** hours of their time to support this project which equates to a volunteer investment of **£678**

Project Outcomes

- 96% of residents attending the sessions reported feeling less anxious as a result of speaking to our advisor
- 68% of residents attending the sessions reported feeling more able to deal with their own affairs
- 70% of residents reported feeling their health and wellbeing had improved 3 months* after receiving support from our advisor

Breakdown of Enquiries

Residents Attending Sessions

Month	Number
January	18
February	16
March	17
Total	51

Analysis of Presenting Issues

Issue	Specific Issue	No of Enquiries
Benefit Appeals	Appeal Prep	1
	Case Review	1
	Mandatory Reconsideration AA	1
	Mandatory Reconsideration PIP	4
	SSCS1 PIP	3
Benefits	Attendance Allowance	3
	Benefit check	6
	Carers Allowance	1

	Council Tax Support	3
	Disability Living Allowance Child	1
	Employment and Support Allowance	8
	Housing Benefit	1
	Pension Credit	2
	Personal Independence Payment	8
	Universal Credit	4
Disability Information	Motability	1
Consumer	Purchased goods	2
Fuel Poverty	Grants - Debt	1
Housing	Discretionary Housing Payment	1
Total		52

Analysis of Benefit Income Gain

Period	Actual	No of claims awaiting decisions/not known
Quarter 1	£9960	23
Quarter 2		
Quarter 3		
Quarter 4		
Total	£9960	23

Case Study **Before DIAL**

Mrs. W and her husband came to the outreach session for benefits advice. Mrs. W has multiple medical conditions and Mr. W cares for her. They are struggling to pay household bills due to limited finances.

Advice given by DIAL

DIAL advised Mrs.W to claim Attendance Allowance. DIAL gave her the claim line number and advised her to come back for help completing the form. She was also advised that if Attendance Allowance is awarded then Mr. W will be able to claim underlying entitlement to Carers Allowance and this will then make them eligible for Pension Credit.

After DIAL

Mrs. W was awarded Attendance Allowance at the highest rate (£85.60 per week). Mr. W was awarded underlying entitlement to Carers Allowance and received Pension Credit (£61.48 per week) as well as passported benefits including health benefits. They were also eligible for Council Tax Support (£27.73 per week). Their combined total weekly income increased to £175.17, in addition to which they are now eligible for help with dental and optical charges.

Mrs W said

“We can now afford to pay for help with cleaning and gardening. We have disposable income which means in addition to paying our household bills we will also be able to afford social outings”.

Acknowledged outcome

More money to live on.

Less stress and anxiety.

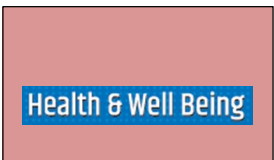
Less socially isolated

The public health outcomes this project has helped to achieve:

Improving the wider determinants of health	
Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.	
1.15	Statutory homelessness
Health improvement	
Objective 2: people are helped to live healthy lifestyles, make healthy choices and reduce health inequalities	
2.23	Self-reported well being



Clean Green & Tidy team



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

At its Penistone Area Council meeting on the 5th October 17 a decision was taken to award Twiggs Grounds Maintenance limited a 12 month commission (with provision to extend for a further 12 months subject to satisfactory outcomes from contract monitoring) to provide a Clean Green and Tidy service to support the area's environmental priority, in addition to having an impact on two other priorities as listed. Following a full presentation of progress to date to Penistone Area Council on June 7th 2018, a contract extension of 12 months was awarded to start from November 1st 2018. This report summary below covers quarter two of the new year 2 contract.

Summary of progress to date

2017/2018 Milestones	Targets
Staff Recruited	December 2017
Set up Multi Agency Steering Group	April 2018 (Still to be arranged)
Attend parish council meetings	March 2018
Attend Area Council briefing meeting	7/12/2017 10am - 12
6 month review report Presentation to Area Council	June 7 th 2018
12 month review report	November 2018

2018/2019 Activity Intervention Targets

	Q1 Oct-Dec Target	Q1 Oct-Dec Actual	Q2 Jan-Mar Target	Q2 Jan-Mar Actual	Q3 Apr-June Target	Q3 Apr-June Actual	Q4 Jul-Sept Target	Q4 Jul-Sept Actual	2017/18 Year Target	2017/18 Year Actual
No. of Twiggs led social action projects delivered	5	39	10	38	15		10		40 (48)	
Existing Groups/ Parish/ Town Councils supported	10	13	10	29	10		10		40	
Number of supported enforcement/ NCS/ Probation Service/ Princes Trust Project	0	0	0	0	2		3		5	No appetite for reparation work in penistone
New Community Groups supported	2	0	2	1	3		3		10	
Activities working with local schools	1	9	6	6	5		4		16	
Activities working with businesses	4	14	8	12	4		4		20	
Residents / groups taking responsibility for green areas/ shrub beds/ planters	1	7	5	5	3		3		(12)	
Number of individual Litter Picks completed	10	18	10	5	10		10		40 (144)	
Added value projects delivered (no targets set)	0	8	0	14	0		0		0	

New Community Groups supported:

Inbirchworth Community Group

Residents / groups taking responsibility for green areas/ shrub beds/ planters

1. TPEG – Continuing to approach local businesses to take action in the area.
2. History Archive Group – Continuing with their own independent activities which will enable us to continue supporting them in the future
3. Water Meadows Volunteer – Bench improvements independently carried out, and promotes for new volunteers regularly
4. 2 Hoylandswaine Residents – Tree Planting near the Lord Nelson, independent work carried out following skills and confidence gained working with our team
5. Resident maintains the area at Bridge End, we keep in touch from time to time and give him confidence with the work he is doing, knowing that our support is available should he need it.



Achieved Outcome/ Outcome Indicator Targets

Outcome Indicators

Outcomes:

- **Creating a well maintained, clean, safe, well presented and welcoming physical environment**
- **Local communities involved in ensuring areas are kept clean and litter free**
- **Reduction in levels of littering and dog fouling**
- **Residents/community groups taking responsibility for green areas/shrub beds/planters etc.**
- **Increase skills and work experience at local level**
- **Increase the number of people engaged in volunteering activities in the community**

	Q1 Oct-Dec Target	Q1 Oct-Dec Actual	Q2 Jan-Mar Target	Q2 Jan-Mar Actual	Q3 Apr-June Target	Q3 Apr-June Actual	Q4 Jul-Sept Target	Q4 Jul-Sept Actual	2017/18 Year Target	2017/18 Year Actual
No. of new adult volunteers involved in Twigg's led social action projects	10	19	20	23	30		20		80 (based on 2 new vol. at each project)	
No. of new young people volunteering		90 Including school pupils	5	1	10		5		20	
Total Number of Adult Volunteers involved in Twigg's Led volunteering opportunities		93		120					150	
Total Number of Young Volunteers involved in Twigg's Led volunteering opportunities		7		1					40	
*No. of NEETS		0		0						
No. of events assisted which supports the visitor economy		0		1 Penistone Arts Week	3		3		6	
Volunteers Recruited and Trained	5	69 (includes school children using tools etc)	5	86 (includes 78 school children using tools and equipment)	15		15		40	
Volunteer Hours supported		446.5		473.5					(1920)	
Number of Secondary Schools worked with	0	0	0	0	0		1		1	
Number of Primary Schools worked with	1	3	2	7	2		1		6	
Number of School pupils involved in environmental projects		86		78						
Number of local businesses worked with		7		11					(60)	
*No. of black large sacks of rubbish collected (no targets set)		55		156						

Achieved Social Value Objectives

	Q1 Oct-Dec Target	Q1 Oct-Dec Actual	Q2 Jan-Mar Target	Q2 Jan-Mar Actual	Q3 Apr-June Target	Q3 Apr-June Actual	Q4 Jul-Sept Target	Q4 Jul-Sept Actual	2017/18 Year Target	2017/18 Year Actual
No. of FT jobs created and recruited to	0	0	0	0	0				0	
No. of new apprentices employed	0	0	0	0	0				0	
No. of work experience placements	0	1	0	0						
% spend in <u>Barnsley</u>	95%	95% +	95%	95%+	95%		95%		95%	

Hot Spot Areas targeted this Quarter include:

Hot Spot Areas targeted this Quarter include:

Monday - AM - Market barn litter pick as and when support is required from The Marketeers

PM - McDonalds Tankersley (monthly)

Tuesday - Water Meadows habitats and pathways clearance (irregular visits as and when needed)

Friday - Green Moor

Friday Evenings - Supporting Princes Trust Volunteer and parents at various locations throughout Penistone

Regular checks on South Lane lay-by's as and when required

Schools Worked with/ Developments

1. Silkstone Primary School

Tuesday 8th January 2019 – Decided a location for the next activity with the school, we informed the head teacher about our plans.

Wednesday 9th January 2019 – Preparing the bench tidy session for the school children. We mulched large piles of leaves without people being too close to the mower.

Activity - Friday 11th January 2019 – Working with the school children carrying out environmental improvements

Activity – 18th January 2019 - Working with a group of children to complete a bug hotel/ habitat and planting willow cuttings from willow branches. Children learnt about bugs, cuttings, different types of fungus, habitats and we discussed our tools/ why we use certain ones.

Activity 25th January 2019 - Another new class was introduced to the nature garden. We followed through with our same procedures as previous classes. We taught the children how green waste can be neutralized to benefit wildlife. We identified bugs living in the deadwood we had built.

Activity 15th March - Our team spoke with the teacher to give a verbal of action plan to avoid any future confusion. A class of children joined us to carry out tasks which we taught them to do. We also gave the teacher wider knowledge to spot hazards such as a rake being left on the floor.

2. Millhouse Green Primary School

Monday 7th January 2019 – Setting a date for educational session in the school woodland. We also discussed further activities with the school which can be included in the community. Our set date for our next project is 23rd January 2019.

Wednesday 23rd January 2019 – Assessed the site for a later activity because of the weather conditions. The surface was slippery and rock hard.

Thursday 31st January 2019 – Booking a date to involve the school children at Royd Community Garden for a planting activity themed for Keep Britain Tidy.

Activity - Friday 22nd March 2019. Supporting Royd Community Garden and other parties, we planted bulbs around trees with the school children, the Department of Work and Pensions volunteers carried out weeding and other planting activities. We were joined by Barnsley Comms Departs, who made a video of the event as part of a positive press release.

3. Tankersley Primary School

Monday 7th January 2019 – Called into the school to book a community maintenance activity, we will know roughly when we have an idea of how many children we are working with.

4. St Johns Primary School

Monday 7th January 2019 – Rearranging edible beds to the front of the Penistone Area Council offices, the school will be in contact with new dates.

Wednesday 16th January 2019 – Informing school of a date for the planters, what activities we will be carrying out and what they will need. (We are still confirming a date with the school)

Monday 28th January 2019 – Visited school to iron our communication links which area delaying activities

5. Springvale Primary School

Tuesday 8th January 2018 – Our team visited school to make an appointment with the head teacher about taking the children out into the community. Our set date is January 22nd 2019.

Tuesday 22nd January 2019 – Meeting with the head teacher to talk about community maintenance activities. We asked them if they would like to make contact with Silkstone Common Primary School planting at Silkstone Railway Station.

Activity 1st March 2019 - Our team taught a class how to crown lift shrubs and trees, improve aeration and identify crossing branches to be removed, using the waste to create a habitat pile. We carried out a plant identification using a plant ID app, which the school want to use in their own upcoming projects.

Activity 8th March - Teaching a group of children how to crown lift, build different habitat piles and how to identify crossing branches.

6. Hoylandswaine Primary School

Thursday 10th January 2019 – Setting an activity with the school to sand and paint a bench in the local area

Tuesday 29th January 2019 – Rescheduling activities due to rain and snow. (new date 9th April 1:00pm)

7. Thurgoland Primary School

Tuesday 22nd January 2019 – Setting our community maintenance date. The school have also asked if they can be involved with 'Green Moor Britain in Bloom'. We gave them ideas of what could be done and will liaise with Green Moor.

Monday 4th February 2019 – Visited the school to book in a new date as the previous event got cancelled due to bad weather. Arranged for the 26th March 2019.

Activity - Tuesday 26th March 2019 – We worked with 8 children from the primary school on a bench, helping them to identify why the bench was untidy and gave them a plan of action to tidy it. We demonstrated how to use good tool techniques and quizzed them at the end on tool names/ techniques, the children really enjoyed this activity.

8. Penistone Grammar School

Tuesday 26th February 2019 – Visited school in response to a request from Duke of Edinburgh Award student who made direct contact with our office to arrange environmental activities. School rather unresponsive to supporting the student. Exploring other avenues such as parental guidance to enable the young person to carry out her voluntary activities.

Business Supported/ Developments

TESCO – Market Barn

Thursday 10th January 2019 – The Loft Coffee Shop and Café Crème have put themselves forward to show their appreciation to the marketers by offering refreshments on a Monday morning to any volunteers who attend the cleanup activities.

During the following activities the Tesco Store supported the Marketeers by removing the sacks of waste, along with staff support on occasion when available.

Activity - Monday 21st January 2019 – Working with 3 volunteers for two hours, we cleared 6 large sacks of litter from the Market Barn and surrounding areas. Following the activities we had a coffee and a chat to update the volunteers with other activities they can join us on.

Activity - Monday 28th January 2019 – Our team met with the marketer's for a chat and to see if things are running smoothly since we left them to be more independent. The group are confident and enjoying the work, we gave them the tokens they would need to request their free refreshments from The Loft Coffee Shop and Café Crème.

Activity - Monday 4th February 2019 – Our team came to join the marketer's tidy session but they had already been out and completed the task. We had a chat and praised their work and told them how well they are doing carrying out the tasks independently.

Activity - Monday 18th February 2019 – We supported the marketer's to clean up smashed beer bottles, glass and cigarette butts. We went to Café Crème and joined the marketers for a drink and a chat, we discussed litter control.



Activity - Monday 11th March 2019 – We assisted the group by positioning signs they have which

states the area is cleaned by Marketers. Our team joined in with their regular litter pick, we cleared

1 large sack of waste from the area.



The Loft Coffee Shop

This café have stepped forward and decided to support the marketer's on a Monday morning by providing them with refreshments. This is a great way for businesses to show their appreciation for the voluntary work being carried out in their area.

Activity - 14/01/2019 – Revisited the coffee shop, keeping good working relationships. They were very pleased about the social media publicity.

Café Crème

This café have stepped forward and decided to support the marketer's on a Monday morning by providing them with refreshments. This is a great way for businesses to show their appreciation for the voluntary work being carried out in their area.

Activity - 14/01/2019 – Revisited the coffee shop, keeping good working relationships. They were very pleased about the social media publicity.

SPAR Penistone

Monday 7th January 2019 – Rearranging cancelled dates for planting edible beds at the Council Office.

Monday 18th February 2019 – Visited to give a reminder of the planter event they have funded.

McDonalds

After a dip in enthusiasm from the restaurant we have now picked things back up with McDonalds. We discussed the increased litter in and around the business park where they are located. We have set a date with them for February 4th 2019.

Monday 21st January 2019 – Meeting with the representative of the group TPEG and McDonalds Manager. We discussed the increase of litter around the business park since McDonalds dropped off our regular litter picks. We had a walk with a TPEG member to assess and identify hot spots. Session delivered 4th February 2019.

Activity – 4/02/2019 Wentworth Way and surrounding areas including Maple Road

Activity – 4/03/2019 Wentworth Way and surrounding areas including Maple Road

Bridge End Fisheries

Discussions with the business owner – she has agreed to provide chips for up to 8 volunteers to finish off the litter pick walk.

Co – op

Thursday 31st January 2019 – Our team arranged for refreshments to be provided for our community event at Royd Community Garden on 22nd April 2019.

Friday 22nd March 2019 – We went to the Co op at Penistone to pick up refreshments donated by them for our next event at Royd Community Garden. We also booked a meeting with them for 3rd April to discuss us doing more partnership events with each other.

Pot House Hamlet

1st February 2019 – Explaining Britain in Bloom hoping to receive some donations of plants to support Team Green Moore to take claim of the potential title.

Cannon Hall

1st February 2019 – Explaining Britain in Bloom in hope to have their input with any donations.

The Lord Nelson, Hoylandswaine

07/02/2019 – Met volunteers to book activities in. We had a meeting with the owner to deliver volunteer get together for the Great British Clean Up. Business looking to offer refreshments, decorations and get together after the village clean up.

Penistone Cycle Cic

22/02/2019 – We have organised a donation of bikes to ride back to Millhouse Green after our litter pick walk, as part of our 'Green Gym' scheme.

Department for Work and Pensions

Working on Wentworth Way Business Park with a number of partners including the DWP – 22/03/2019

Hoylandswaine Village Hall – 4/03/2019

XPO Logistics – 25/03/2019

HSBC – 4/03/2019 Working together on Wentworth Way Business Park with 10 volunteers from HSBC. As a thank you for helping both HSBC and the community, they also disposed of the litter.

Distinguishing Doors – Working together on Wentworth Way Business Park 4/02/2019, the business provided the skip to remove the waste.

Selection of some of the Groups Supported this quarter

Existing Groups Supported this Quarter – Total 29

TPEG – 4/02/2019 AND 4/03/2019

Springvale – 9/01/2019, 17/01/2019, 30/01/2019, 20/02/2019, 27/02/2019

Wednesday 16th January 2019 – Setting a date and deadline with the group to get plants ready for council planters.

Activity - Thursday 17th January 2019 – Strimming the corner area where the Incredible Edible sign will be installed.

Tuesday 8th January 2019 – Identifying future activities to send to Voluntary Action Barnsley (poster to be sent via email with explanation of the event.

Activity - Thursday 17th January 2019 – Reducing brambles, showing an example of how we work to TIAG (work experience provider). We walked around the site to explain the kind of work we do and answered any questions about what standard is expected. Our team leader explained health and safety, listening to instructions and working as a team is needed to be an effective team. We allowed them to take photographs of the work we do and guided them through evidencing on our Social Media Page.

Team Green Moor – 11/01/2019, 18/01/2019, 25/01/2019, 8/02/2019, 22/02/2019, 1/03/2019, 8/03/2019, 15/03/2019

Activities Included: As the group finished the paving, we assisted the ladies in the Fairy Trail collecting dead wood branches to use as path borders. We had a short break to celebrate a volunteer's birthday (making use of the new picnic table). Afterwards, we had a discussion on the Fairy Trail, we advised on any feedback and helped on woodland management. We finished off our activities by selecting an area for the bluebells.



The group have been advised by the parish council for being too 'formal', so we advised them to pile up the deadwood without perfecting corners to avoid further criticism.

Royd Community Garden – 14/01/2019, 30/01/2019, 22/03/2019, 25/03/2019

Activity - Wednesday 30th January 2019 – We assisted the plant delivery. Volunteers didn't know how to store them with the weather conditions, so we assisted them to stack plants on a shelving unit, we covered the shelves with transparent plastic to protect them from frost.

Tuesday 19th February 2019 – Visited group leader to check on plant care for the event coming up. We noticed that the plants were not in a great condition, we gave them some TLC and demonstrated to Helen how to care for them in the time leading up to the event. We made a suggestion for her group to post some flyers informing locals of the litter pick walk. We also discussed about local residents leaving out their green bins, so we can assist in helping them with a leaf clearance.

Activity - Friday 22nd March 2019

Supporting Royd Community Garden, working with Cllr Hannah Kitching, Department of Working Pensions and local Millhouse Green school children. We planted bulbs around trees with the school children, the Department of Working Pensions volunteers carried out weeding and other planting activities. We were joined by Barnsley Comms Departs, who made a video of the event as part of a positive press release.



Penistone History Archive Group (Tank Ramp) – 22/01/2019

Activities Included: We met with the representative of Greenbelt and Penistone History Archive Group. There to support achieve volunteer to help his understanding of what can and cannot be done with pruning trees.

Penistone Area Team – 22/03/2019

Water Meadows – 16/01/2019, 29/01/2019, 20/03/2019

Activities Included: Renovating an old bench area – We removed the old wood and replaced it with new. We also cleared up the area around the bench, including moss scraping and cutting back overgrowing areas.



Planting 10 fruit trees with Cllr David Griffin and 2 other volunteers. We also double staked each tree.



Marketeers – 21/01/2019, 28/01/2019, 4/02/2019, 18/02/2019, 11/03/2019

New Groups Supported this Quarter – 1

Ingbirchworth Community Group – 27/03/2019

Other Reportable Progress this Quarter

Linking up groups and supporting businesses to make links with groups through joint projects.

Activity - Linking Springvale Community Garden and Team Green Moor

Wednesday 27th February 2019 – We began creating a link between the community garden volunteers and Team Green Moor members. We took them on a tour to see the gardens to see what the volunteers have been doing. Springvale explained how they got funding for products and who their links are. After a while we left the volunteers to socialize, as we helped another 5 to crown lift trees to make space for a log cabin.

Thursday 28th March 2019 – Finalizing arrangements for our event on 2nd April 2019 with Springvale. We have agreed for Springvale to open up and leave the site open for volunteers to use toilets and refreshments. Our team will load Springvale tools for volunteers. Springvale volunteers will have trees prepared for loading

Wentworth Business Park, Tankersley

Activities Included: We worked with volunteers from McDonalds (6), Marketeers (1) and TPEG (4) to clear the litter around the business park. We started off by giving the groups a safety briefing and explain what we were aiming to achieve in the session. McDonald's volunteers worked along Maple Way side, whilst the others took more charge on Wentworth Way side. TPEG arranged a donation of a skip by 'Distinguishing Doors' for the litter collected along Wentworth Way. McDonalds suggested we put any other waste collected in their bins located at the restaurant. Altogether we collected 63 bags of waste. There are still many sessions to be carried out which will be planned in the near future.



Stainborough Castle/ Hoylandswaine Village Hall

Activities Included: Meeting with volunteers at poly tunnels to pick up an oak sapling donated by the castle to the volunteers to plant with our team. We transported the tree to Hoylandswaine Village Hall, we guided the volunteers on how deep and wide to plant the tree, we also hammered a stake in. The village hall are allowing volunteers to use water from the building to tend to the tree.

Supporting Incredible Edible Penistone

Gave a presentation about locations and what has already happened in Penistone. We made good contacts regarding the Incredible Edible Network.

Planting outside the town hall with volunteers from Springvale Gardens

Planting fruit trees in Water Meadows Park

Further ongoing work with Springvale Gardens to develop a map of Incredible Edible sites for the area.

Buckets of confidence @TWIGGS1985
#smashit



The public health outcomes this contract has helped to achieve:

Improving the wider determinants of health	
Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.	
1.16	Utilising outdoor space for exercise and health reasons
1.18	Social isolation
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

Supporting Isolated and Vulnerable Older People Service



	RAG
Satisfactory quarterly monitoring report	●
Milestones achieved	●
Satisfactory spend and financial information	●
Overall satisfaction with delivery against contract	●

On the conclusion of the commissioned service to address the needs of isolated and vulnerable older people in the Penistone East and West area, delivered by Age UK 2017-2018, Penistone Area Council identified there was a need for further work to ensure a more sustained approach in the longer term. At the Penistone Area Council meeting 19th July 2018 , it was agree that £70k was made available from 2018/9 Penistone Area Council fund allocation to set up a ‘Supporting Vulnerable and Isolated Older People Fund’ (SVIOP). This grant is awarded in 3 lots to address specific needs. Age Uk were successful in their grant applications for all 3 lots of this fund and this is their full first report for quarter 1 and demonstrates satisfactory progreses against all three lots.

Penistone Social Inclusion Project 14th January 2019 to 31st March 2019

Introduction

This report is for the Penistone Social inclusion Project that aims to address loneliness and social isolation among older people in the electoral wards of Penistone East and Penistone West and it covers the period from 14th January to the end of March 2019. Penistone Area Council has awarded funding from the Supporting Vulnerable and Isolated People Fund 2019/2020 and this is in 3 separate lots. The delivery team

from Age UK Barnsley is Karen Dennis who works to develop group activities and Ellen Hall who works with individuals at risk of social isolation and they are supported by Jane Holliday, CEO of Age UK Barnsley who is responsible for managing the contracts.

Service Promotion and Activity

A new leaflet has been produced to promote the services of the project. This has been distributed to existing community groups and to individuals by displaying it in cafes, shops, the library and other public areas. We have also shared it with the partner organisations we work with such as GP practices, social prescribing service, sheltered housing providers etc.

We held a launch / promotion event on 5th April at St. John’s Community Centre to inform people about the new project and 35 people attended. The two Social Inclusion Workers gave a presentation on what has been achieved in the first two years of the Penistone Social Inclusion Project and what is new for the current year.

Volunteers across the Services this Quarter

Quarter 4		Quarter 1		Quarter 2		Quarter 3	
New	Total	New	Total	New	Total	New	Total
32							

Of these volunteers in Q4, 12 have volunteered on 3 or more occasions in this period. All volunteers counted as new due to it being a new service*

Total Number of Interventions - 439

Total number of older people engaged - 154

**Not included as new volunteers in the summary figures as although new to this service these are existing volunteers*

LOT 1: Social Action and Volunteering

Under this grant we have provided 25 hours of staff time per week supporting individuals this is made up of 18 hours of Social Inclusion Worker and 7 hours of Information and Advice Worker time.

Volunteer Befriending

We have received 21 referrals in this quarter and these include referrals from Social Services, My Best Life, hospital and care home discharge services and self-referrals. 11 of these referrals have come forward from the previous service. We have Good Neighbour Volunteers working with 11 people who are housebound and we have linked older people in to new groups including philosophy and poetry groups at the library, coffee mornings and other social groups.

We have recruited 8 new befriending (Good Neighbour) volunteers and we have 8 volunteers who have come forward for the Men in Sheds, Penistone project. The befriending volunteers were recruited after advertising on Community Action Penistone's Facebook page and the Men in Sheds volunteers have come forward following the shed consultation.

We have had meetings with Social Services to discuss referrals and how we can support people who do not qualify for support from them. We have seen an increase in referrals from Social Services as a result and will be attending their team meeting in April to promote the service further.



Afternoon Outings

We have had three Afternoon Outings Club events. This has enabled older people to get together and we have supported local businesses and events including Generations Café, Cubley Hall and the Fairtrade Coffee afternoon at St Andrew's church. Three car scheme drivers have supported this by providing lifts to the venues.

Pictured is service user and car scheme driver at the Fairtrade Penistone chocolate afternoon tea.

Quotes from Service Users include:

"Thank you so much for bringing all these people to help me"

"It's been lovely having [volunteer] pop round. We always have a lovely chat and I look forward to seeing he

Information and Advice

In this quarter under the new grant we have provided 7 hours per week of Information and Advice Worker time to support older people to have the information and access to benefits that they need.

The total estimated gains of benefits for the period is £51,625.63.

28 service users have been seen of which 10 male and 18 female.

The majority of service users were over 75 years of age, suggesting that individuals of this age group generally struggle more to access advice and information without the appropriate support.

Type of advice given - benefits 25, social care 2, travel 1, other 1

Car Scheme

The Car Scheme continues to grow. There have been 80 journeys undertaken in this quarter which were booked by people 72 people aged 80 to 89 years and 8 by people aged 90 and over.

LOT 1 Milestones	To Be Achieved By
Project launch, staff in place, volunteers in place. Community Car Scheme service running. Formal partnerships in place. Office base confirmed. Taking referrals	January 2019 ACHIEVED
New Service Leaflet available. Promotion in place.	February 2019 ACHIEVED
New Volunteer Recruitment	March 2019 ACHIEVED
1 st Quarterly Report (Q4)	April 2019 ACHIEVED
Stakeholder event looking at what the project is doing well and ways to improve	May 2019
2 nd Quarterly Report (Q1) and Priorities for 2020-2021 to Area Council. Plans made for future provision and funding.	July 2019
3 rd Quarterly Report (Q2), Volunteer Review. Applying for grants etc.	October 2019
4 th Quarterly Report (Q3).	January 2020

Activity/Intervention	Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total Target
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
Wellbeing Measure (WEMWBS)		*							Average Increase
Loneliness Measure (UCLA)		*							Average Increase
Number of service users 1:1	10	21	10		15		15		50
Number of I&A service users	10	28	10		10		10		40
Community Car Journeys	50	92	70		85		85		290
Afternoon Outings	3	3	5		6		6		20
Number of Volunteers	18	19	4		5		5		32
Safe Home Referrals		**							Recorded Number
Number of Intergenerational Activities			1		1		1		3

**As we are in the first quarter, we do not have any figures to show changes in loneliness or isolation scores. However, the first 3 month reviews will take place in April and figures will be available in the next quarterly report.*

***It has not been necessary to make any safe home referrals as there have been no circumstances that have required it. During visits to people's homes, we look out for any potential hazards and would refer to the correct organisation should there be a cause for concern*

Lot 2 – Community Activities

Focus on smaller communities

Links have been made with a community group involved with St. Leonard's Church, Wortley who are known as Len's Friends. The church is currently being decorated and generally upgraded in terms of improved accessibility. We are planning an information event for early May that will take place in the evening to allow younger members of the community to attend who may be working during the day. The aim is to inform people of the effects of loneliness and social isolation in older people and to provide opportunities for them to be involved in tackling this issue in their own locality. A new social group will be set up in the church for older people to meet on a regular basis. This will initially be a 'Tea & Chat' type group with the option to offer specific activities that will bring health benefits e.g. chair-based exercise, healthy eating etc.

Events promoting Good Health

The Healthy Life, Healthy Mind Group continues to meet in Pilley at the Tankersley Welfare Hall on a weekly basis and has 15 regular members. Chair-based exercises continue each week and more healthy eating sessions have been provided (smoothie and soup making) and a speaker from Barnsley U3a recently did a talk. We are looking at rolling out this type of group to the smaller communities and will recruit volunteers to help us to do.

Men in Sheds

We conducted a consultation for the Men in Sheds, Penistone project between January and March. During the consultation men told us they would like the shed to be a small workshop where they can socialise whilst still having a project to focus on. We have recruited 8 people who are interested in becoming volunteers for the shed and 7 people interested in becoming service users.

The search for premises is underway and we had a meeting in March with the men who had expressed an interest in helping set up the shed. The meeting had 11 attendees and the members will be meeting regularly until the shed is set up.

*whilst there was no target for Men in Sheds members this quarter, we have had interest from potential volunteers and service users.

Penistone Knitting Group

Penistone Knitting group is a Facebook knitting group run by one of our volunteers. She has started to work with lonely and isolated people who are interested in knitting in their own homes and making blankets and other items for premature babies. The items are donated to premature baby wards in hospitals. Some people who are lonely report feeling like they are no longer useful, and this is one of the questions we ask in our loneliness scale. Getting them involved in a project like this is a good way of giving people back a feeling of purpose as they are volunteering for a good cause without leaving their homes.



The volunteer who runs the group has put packs together to get people started, including patterns, needles and wool. The project is in its early days but we have two service users now volunteering to support Jessops Hospital.

New groups/activities

In this quarter we have continued to work with existing groups, providing practical support in running the groups and also supporting the volunteers who run them.

The Barnsley U3A groups that were developed under the previous service are continuing to meet and at the end of March there were 10 groups with a total of 96 members. In addition, the U3A has taken on a new Art group from the WEA due to their funding coming to an end and there are 12 members.

N.B. We have not continued to include any groups that existed at the end of December 2018 in this quarter's figures, only new groups from the beginning of this grant period.

We are currently working with partner organisations to develop a number of new activities:

- Penistone Leisure Centre – intergenerational projects such as table tennis.
- A local artist in Penistone – this will allow older people to be involved in creative workshops, working on ceramics. It will then link in with an intergenerational project involving pupils from St. John's Primary School.
- Friends of St. Leonard's Church, Wortley (Len's Friends) – to develop a new social group for older people in the village.
- Penistone Youth Support Worker – planning an intergenerational coffee and craft event for May.
- Making Space Carers' Group – they are looking at setting up a second group in another location. Consultation is being carried out to determine exactly where and we are supporting them to achieve this.
- We attended the Excellence in Early Years Conference on 5th February and made contact with several schools who may be interested in being involved in intergenerational activities.
- We have arranged an event in partnership with SY Police on Fraud Awareness which will be held

on 25th May at St. John's Community Centre. This will tie in with Dementia Action week, 20-26th May.

- We held a joint event with BMBC, Housing and Energy Officer in Penistone market barn on 14th February to provide information on understanding tariffs, switching suppliers and general advice for staying safe and well in winter.

LOT 2 Milestone	To Be Achieved By
Project Launch, staff in place, volunteers in place,. Community Car Scheme running. Formal partnerships in place. Office base confirmed. Consultation begun about groups and activities needed.	January 2019 ACHIEVED
Men in Sheds staff member recruited. Further volunteers recruited. Men In Sheds consultation underway.	March 2019 ACHIEVED
Shed consultation completed. Search for accommodation.	April 2019 Consultation achieved, Accommodation ongoing.
First Quarterly Report (Q4) completed.	April 2019 ACHIEVED
Men In Sheds launched.	May 2019
Stakeholder event looking at what the project is doing well and ways to improve.	May 2019
2 nd Quarterly Report (Q1) and Priorities for 2020-2021 to Area Council. Plans made for future provision and funding.	July 2019
3 rd Quarterly Report (Q2), Volunteer Review. Applying for grants etc.	October 2019
Winter Warmth and Wellbeing Event	October 2019
4 th Quarterly Report (Q3).	January 2020

LOT 2 Activity/Intervention	Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total Target
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
New Activities/Groups	1	2	2		3		2		8
Health Focused Events)	1	3	1		1		1		4
Number of volunteers involved in groups/activities	4	13	2		2		4		12
Men In Sheds Members	0	15	6		7		12		25
Increased Number of people involved in new community activities	20	59	30		45		55		150

Lot 3- Creating and Managing Responsive Networks

Community Forum

A new forum has been set up to create a network of service providers from the community, voluntary, charitable and public sectors that provide support services to older people. The aim is to share information, good practice and expertise, to identify gaps in provision, to avoid duplication of services and/or events and to share resources when appropriate. e.g. working jointly on events. Members will feed in issues that can be resolved by working together and will identify joint training opportunities. The new group will be known as SOPPA (Supporting Older People in the Penistone Area). The first meeting took place on 28th March and 11 people attended:

Jane Taylor, The Exchange Recovery College
Rowena Chantler, Penistone Line Partnership
Abby Younger, My Best Life, Social Prescribing Service
Helen Dew, Barnsley U3a
Rachel Gibbons, Penistone Leisure Centre
Karen Dennis, Age UK Barnsley (Facilitator)
Debs Abrames, Nat West Community Banker
Lesley Barker, Intermediate Care, NHS
Tracey Sharratt, Equity Housing (Weavers Court)
Margaret Fretwell, St, Andrew's Church
Stephen Miller, Penistone Area Council

We need to have a wide representation of community organisations on this forum who can work together on a number of identified issues to allow us to deliver a clear and consistent message to older people living within the area. Members have been asked to think about other groups and organisations that need to be represented.

Although we have established good working relationships with a wide range of community organisations in the area, we know how difficult it is for people, especially volunteers, to give up their time to attend meetings of this type. The Social Inclusion Worker will use a personal approach to invite people to join this forum and will provide support to meet any challenges that may prevent them being involved. For example, helping a group leader to attend by covering travel costs.

We have set up a dedicated email address owned by the Forum to keep people in touch with other Forum members. This means that it is not necessary for all members to attend every meeting as minutes and any other information will be circulated by email using this new account. The email address is:

soppacf@gmail.com

A Facebook group is currently being set up to work alongside this and again, it will provide a means for members to keep in touch outside of meetings and to share information. It will be a closed group and only members will be able to contribute to the pages with admin rights being given to the Social Inclusion Worker and a member of the Forum who has yet to be agreed.

Age Friendly Penistone

A sub group of the SOPPA forum will be formed to oversee the Age Friendly Penistone initiative. Members were asked at the SOPPA meeting in March to think about volunteering to be part of this group and up to 4 people will be confirmed at the next meeting on 25th April.

We will use knowledge and experience gained from the Age Friendly Barnsley work that Age UK Barnsley has been involved in. A consultation exercise will be carried out and we will involve our volunteers in helping to complete this. This will involve talking directly to older people themselves, local businesses and services, meeting community groups, liaising with the Area Team and holding a consultation event where we pull together what the priorities are. The Age Friendly sub group will oversee this work and will monitor progress against a SMART action plan.

In addition to working on the priorities raised in the consultation we will increase the number of dementia friendly businesses and services in the Penistone Area. Some work has already been done by Barnsley Dementia Action Alliance and we will work with them and other partners and groups to build on this.

LOT 3 Milestones	To Be Achieved By
Project Launched	January 2019 ACHIEVED
Consultation with community groups and older people across the area	January to March 2019 STARTED AND ONGOING
1 st Community Forum then at regular intervals determined by group	February 2019 ACHIEVED
Social Media in place	April 2019 EMAIL ACHIEVED Facebook group IN PROGRESS
Age Friendly overseeing group in place	February 2019 REVISED TO APRIL
Age Friendly event for older people and agencies finalising priorities	March 2019 REVISED TO MAY 2019
1 st Quarterly Report (Q4) and Age Friendly Action Plan	April 2019 REPORT ACHIEVED. ACTION PLAN REVISED TO MAY 2019
Partners identified to meet priorities and work begun	May 2019
Community Forum working on event 1 e.g. Safeguarding Week	July 2019

2 nd Quarterly Report (Q1) and Review of Action Plan	July 2019
Presentation to Area Council and priorities for next year	August 2019
Community Forum working on event 2 e.g. Winter Safety	October 2019
3 rd Quarterly Report and review of Action Plan	October 2019
Age Friendly Event for older people and agencies	November 2019
4 th Quarterly Report and review of Action Plan	January 2020

LOT 3	Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total Target
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
New people/groups attending Community Forum	5	9 *	10		15		10		40
Number of people consulted about Age Friendly	50	25 **	75		0		0		125
Age Friendly Consultation events	7	0	1		0		1		9
Action Plan Overview Meetings – Age Friendly	0	0	2		3		3		8
AUKB volunteers - consultations	3	0	3		3		1		10
Dementia Friendly Businesses signed up	4	0	5		6		5		20
Dementia Awareness courses delivered	0	0	1		0		1		2

*This does not include the Social Inclusion Worker and the Area Team Community Officer

** Within existing group meetings

Social Inclusion Project - Plans for Quarter 2

- Stakeholder event planned for May to look at what works in the project and what could be done to improve.
- Men in Shed accommodation to be in place and Project Staff recruited.

- ✓ Consultation with community groups and older people across the area to be completed
- ✓ Community Forum (SOPPA) Facebook group to be launched
- ✓ Age Friendly Overseeing group to be in place
- ✓ Age Friendly event for older people and agencies finalising priorities
- ✓ Age Friendly Action Plan to be launched
- ✓ Partners identified to meet priorities and work begun

Public Health Outcomes this project helps to achieve

Improving the wider determinants of health	
Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.	
1.18	Social isolation
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
4.13	Health related quality of life for older people

Penistone FM Young Voices project



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

This is second report for this project which aims to provide skills and training for young people to provide radio broadcasting. The project engages with the local Penistone Grammar school and has developed good links with in being able to provide work placements for young people wanting to gain the experience to enter the broadcasting industry.

Project outcomes summary

Project Outcome	Intervention/ activities that will contribute to achieving project outcome	Target	Progress
Outcome 1 <u>Training</u> Deliver training to 10 people	<ul style="list-style-type: none"> Recruitment and then training programme given to individuals or pairs 	<ul style="list-style-type: none"> September 2019 	Training has been delivered to a further four people now, with another two undertaking NCFE qualifications.
Outcome 2 <u>Volunteering</u> Provide volunteering experience opportunities for people	<ul style="list-style-type: none"> All given chance to present or interview at Penistone FM 	<ul style="list-style-type: none"> November 2019 	18 real presenting opportunities have been offered this quarter along with two interviews and 5 drama recording/editing sessions with the chance to learn Foley techniques in sound effects.
Outcome 3 <u>Work Experience</u> Recognised work experience opportunities in Penistone FM Community Radio	<ul style="list-style-type: none"> All given opportunity to experience working conditions at Penistone FM or other organisation 	<ul style="list-style-type: none"> November 2019 	We attended four separate filming sessions in Penistone Arts Week and spent 8 sessions editing the footage.

Summary of progress this quarter



Training has been given to nine young people so far since October 2018, which is just one off our yearly target, so we are well on track. However, many of our young trainees come from Penistone Grammar School as part of their Enrichment programme, and as such holidays and internal school pressures, such as preparation for exams, impacts on their availability. Easter holidays have begun, followed by two weeks of either mock or actual A Level exams, which is clearly going to have an effect on our training numbers for the coming quarter.

One other trainee, Emily, has now passed her NCFE qualification, just in time for the holidays/exams. A further two have now begun NCFE work.

We've been able to provide more chances for the young people to get involved in volunteering this quarter. There have been eighteen actual shows completed by young presenters, more than half of them broadcast on air, with the others completed under training on the training desk, but complete shows nevertheless.

Additionally, I asked the trainees to re-record a radio drama I wrote a few years ago to breathe fresh air into it. They recorded their voices independently, critiqued it and tried a further two times to get it better; they sourced their own sound effects using Foley techniques and then began editing and morphing the sound effects as well as editing the actual dramatic recording. When complete, it will be aired with full credit given to them, I am enormously pleased with the progress and effort they have shown.

As a station, we wanted to get involved in promoting the recent Penistone Arts Week, using it as an opportunity to hone the filming and video editing skills of our young people. Joe, in particular, has really taken to this, taking on the bulk of the filming and editing work. We were able to provide four opportunities for filming during the week, creating eight separate short films. Joe has edited most of these, and they have now been uploaded to our Facebook page and hosted on our newly-created Youtube channel.

I tasked Lizzie with finding out about the progress of the community pub project. She has persisted with trying to set up an interview and finally sorted one out. She is at present putting together a story for "Look Local" in Stocksbridge.

All in all, it's been a busy, successful and very rewarding quarter, I feel.

MILESTONES

MILESTONE	TARGET DATE	PROGRESS/ ACHIEVED
Project Launched	October 2018	Launched in October 2018
First group of Young People recruited	January 2019	Five young people recruited by Jan
At least ten young people trained (presenters, interviewers or exam)	End August 2019	Nine young people are now working through training for presenting/interviewing
Young people completed a further	End October 2019	Thirty one distinct volunteering

volunteer experience, attending further education or gained a job.		opportunities have been taken up so far since October 2018
Young people given work experience at Penistone FM or elsewhere	End September 2019	There have been a further twelve work experience given to young people, mostly as a result of our involvement in promoting Penistone Arts Week.

QUARTERLY PROJECT TARGETS

Activity/Intervention	Quarter 3		Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total Project target
	T	A	T	A	T	A	T	A	T	A	
Number of people attending training sessions	4	5	4	4	3		4				15
Number of volunteer sessions given	15	16	15	25	10		10				50
Number of young people involved in Work experience opportunities which could be used for entering media and digital editing work.	3	5	3	5	2		2				10

Case study

Lizzie was tasked with finding out about the community pub in Penistone which was due to set up in the Post Office originally. It took quite a number of phone calls and emails before she was able to get an interview, but eventually she was successful; I am really pleased with the doggedness she showed in pursuing this. She is due to turn this interview into a story for the local Stocksbridge newspaper.

Lizzie joined the Enrichment group, with the intention of becoming a presenter too. She is working with another young lady to train to do a double-header show which they are both making good progress towards. As young people, they are not fazed at all by the technical aspects of a show, and unusually, both seem quite relaxed in front of a microphone and have already established a very fluent, fluid style of talking on air; this bodes well for the future.

Additionally, Lizzie has opted to start working towards an NCFE qualification in radio and was involved in the recording of a drama piece. She has recently been heavily involved in editing the drama work.

It looks like she is going to become a very well-rounded volunteer for the station, a real success.



South Pennine Community Bus Service

Penistone Local Link



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

This is the final report of the service which has received funding from the Working Together Fund to provide its operational running costs for a 12 month period from April 2018 to March 2019, following a six month pilot also funded from the Working Together Fund. The project provides a bespoke bus service which is staffed by volunteers who offer additional support to enable older and more vulnerable residents in the area to get out and about to shop or meet up with others in their local area. Progress is satisfactory, and South Pennine are developing sustainability plans to be able to continue the service in the future.

Project outcomes

Project Outcome	Intervention/ activities that will contribute to achieving project outcome	Target	Progress
Outcome 1 Allowing people to access local services	<ul style="list-style-type: none"> Provision of bus service and monitoring of use 	<ul style="list-style-type: none"> 120 pax per week 	265 pax per week
Outcome 2 Removing loneliness and isolation	<ul style="list-style-type: none"> Reaching out to those who are unable to access mainstream transport 	<ul style="list-style-type: none"> 120 pax per week 	265 pax per week

Outcome 3 Integration of the community	•Promoting a community bus service that is open to all	• Number of new groups reached per quarter.	Regularly attending events and coffee mornings.
Outcome 4 Activating volunteers	•Mobilising volunteers locally to help promote the service and ascertain important feedback	• 5 volunteers	5 Volunteers

MILESTONES

MILESTONE	TARGET DATE	PROGRESS/ ACHIEVED
Timetables distributed and targeted drops completed	Ongoing	Timetables distributed to local outlets and at community events
Evaluate the service	Ongoing	Monitoring the data from our electronic ticket machine
Sustainability options explored and progressed	Ongoing	Exploring new ways of funding the service for its long term sustainable future

QUARTERLY PROJECT TARGETS

Activity/Intervention	Qtr 1		Qtr 2		Qtr 3		Qtr 4	
	T	A	T	A	T	A	T	A
Number of people using the service	480	2782	480	3313	500	3017	500	3182
No of new passengers quarterly		734		531		382		235
No of volunteers involved locally in promoting the service	5	5	5	5	5	5	5	5
No new groups worked with by volunteers	1	2	3	2	3	3	3	3
No of passengers consulted	25	25	30	30	40	40	50	50
% Income generated to sustain service	10	10	20	10	30	15	40	15

Summary of final outcomes from funding period 2018-2019

The Penistone Local Link Service 25 began in September 2017 as a pilot with funding from Penistone Area Council. Following a successful trial the service has continued to grow thanks to a full years funding from the Area Council.

In the time since the service was first established the local link has become a part of Penistone life and is in the fabric of the community. The service is hugely popular and has well exceeded anticipated passenger numbers. Residents have taken full advantage of the bus which links all areas of Penistone together with Tesco and local amenities such as the Library, the doctors and the Post Office.

The service whilst popular locally has also attracted attention from further afield. Since the service was featured on BBC Look North, many other communities have asked about this model of delivering bus services as a solution in their areas. We are now in dialogue with a number of partners in the area about wider bus service provision in the Penistone area.

Our main achievement to date is the popularity of the service and the high level of use. Our initial target of 20 passengers per day is today in reality an average of 50 passengers per day. This is great news for the service as we are now able to increase our daily passenger target and now reduce the amount of funding that we are applying for in the coming year.

Moving forward we focus on developing the Penistone Local Link further. Our priorities are:

- Further negotiations with SYPTTE re concessionary pass reimbursement,
- We are reviewing cash fares and are likely to bring these into line with other local bus services (which has increased twice since started).
- We are still looking for external sponsorship of the service, and we will continue to look to open this potential path of funding up
- Increase the number of active volunteers around Penistone to help us further develop the service
- Look to support bus services more widely around Penistone and integrate the local link into the wider network of services in the area in negotiation with SYPTTE

We also wish to develop a 'Total Travel Partnership' for Penistone which would incorporate all modes of transport i.e. buses, trains, community transport, cycling and walking on to one publicity and information platform.



“It’s not a bus, it’s a community centre on wheels.” - Raymond

BARNSELY METROPOLITAN BOROUGH COUNCIL

**Penistone Area Council
13th June 2019**

**Report of the
Penistone Area Council Manager**

Penistone Area Council Procurement and Financial update report

1.0 Purpose of Report

1.1 This report provides members with an update on the following commissioning and procurement activity:

- Supporting Vulnerable and Isolated Older people service
- Working Together Fund
- Clean & Tidy Service

1.2 The report outlines the agreed current priorities for Penistone Area Council 2019/2020 and the request to consider future projects under existing priorities

1.3 The report outlines the 2019/2020 financial year position for Penistone Area Council and current budget update.

2.0 Recommendations

2.1 That members receive the update on the procurement activity.

2.2 That members note the update and progress of contracts funded by the Supporting Isolated and Older People Grant fund

2.3 That members note the update on the Penistone Working Together Fund

2.4 That members note the update on the Twiggs Clean and Tidy contract from within this report and follow up presentation by the Twiggs team.

2.5 That the Executive Director Communities be authorised to complete all necessary paperwork in order to support a waiver to contract procedure rules in order to extend the current Twiggs Clean and Tidy contract to the end of the current financial year at a cost of £32,670.

2.6 That members agree the proposal to consider future potential projects under existing PAC priorities via a workshop.

2.7 That Members note the current position for the 2019/2020 budget.

3.0 **Supporting Vulnerable and Isolated Older People Service**

- 3.1 At a Member briefing on 17th May 2018 Members reviewed the existing commissioned service to address the needs of isolated and vulnerable older people in the Penistone East and West area, delivered by Age UK. It was concluded that whilst outcomes from the existing contract were being addressed satisfactorily, there was a need for further work beyond the lifespan of the contract to ensure a more sustained approach can be made to addressing the needs of isolated and vulnerable older people in the Penistone East and West area.
- 3.2 At the Penistone Area Council meeting 19th July 2018 , it was agreed that £70k was made available from 2018/9 Penistone Area Council fund allocation to set up a 'Supporting Vulnerable and Isolated Older People Fund' (SVIOP) with devolved responsibility for the formal approval of the grants to the Executive Director for Communities, following recommendations from the grant fund Panel Members.
- 3.3 Members were provided with the opportunity to comment on the grant outline proposal following Area Council on October 4th 2018, and the grant was advertised for applications on November 2nd. Applications were received and assessed by the SVIOP grant fund panel on December 11th 2018 and Age UK were recommended as the preferred supplier for delivery of all three lots of the grant fund to commence January 17th 2019.
- 3.4 Following a pre-contract meeting in January 2019, new contracts started for each of the SVIOP grant funded services. A summary of performance against each of the contracts for the first quarter of the grant funded services is provided within the PAC Quarter 4 performance report presented at this meeting.

4.0 **Penistone Area Council Working Together Fund**

- 4.1 At a Penistone Area Council meeting in June 2015 Members agreed £120,000 over an 18-month period to establish a Penistone Working Together Fund. Successful applications meeting BMBC and Penistone Area Council priorities would be awarded between £5,000 and £20,000.
- 4.2 Further to this decision, at the Member Briefing meetings on the 17th and 24th November 16 the Penistone Area Council Members considered their priorities for the 17/18 financial year and following review of the projects funded to date the Area Council agreed to support the continuation of the Penistone Working Together Fund. It was recommended that the remaining £32,038 of the Penistone Area Council 2016/17 commissioning budget be allocated to the Penistone Working Together Fund and that £50,000 from the 2017/18 commissioning budget be allocated to continue the fund for 2018/19. This gave a working total budget of **£202,038**
- 4.3 At the Area Council meeting on the 5th October 2017 it was recommended to transfer £10,000 from the remaining underspend to top up the Penistone East and West Ward Alliance budget
- 4.4 At the Area Council meeting on the 8th February 2018 it was agreed that the remaining underspend of the Working Together Fund was carried forward to 2018/19 and that funds be

promoted widely to attract applications.

- 4.5 At the Area Council meeting on 5th April, 2018 Members considered an option to use an allocation of remaining Working Together Funds to support the continuation of running the Community Transport bus pilot operated by South Pennine Bus Company for a further 12 months at a cost of £20,000. It was agreed that an application would be welcomed for consideration by the Working Together Panel and subsequently Working Together Funds were not widely publicised.
- 4.6 At the Area Council meeting on 19th July 2018 it was agreed to accept appropriate informal requests for funding from PWTF, and that any decision to make further additions to Working Together funds from Area Council budget reserves be considered at a later date following a review of Area Council priorities later in the year.
- 4.7 Since July 2018 the panel has given consideration and approval to fund a number of further projects totalling **£ 22,349** to support current PAC priorities.
- 4.8 At the Area Council February 14th 2019 members agreed to allocate the Area Council underspend of £18,448 from 2018/19 budget to the Working Together Funds, giving a unallocated grant fund of **£28,596** which has been carried forward for spend within the 2019/2020 financial year.
- 4.9 Following advice to Members at PAC on 14th February that funding to support the South Pennine Community Transport Bus service 25 was due to come to an end at the end of March 2019, a decision was taken that a further application for funds be encouraged from South Pennine to support a proportion of operational costs. Members are advised that PWTF grant panel approved £14,000 on 9th May 2019 to provide 46% of operational costs for the South Pennine Community Transport Bus for the financial year 2019-2020.
- 4.10 The current total remaining within the PWTF is now **£14,596**. Members are advised that the PWTF will need to be considered as part of the workshop to look at future projects for existing PAC priorities as referred to in 7.4 within this report
- 4.11 **Total allocations to date**

Penistone FM	£ 15,627.00
Penistone Round Table	£ 11,660.00
Penistone Scout Group	£ 8,050.00
Sporting Penistone	£ 16,230.00
DIAL (Information and Advice service 2017)	£ 4,275.00
Barnsley Market – BMBC Market Barn additions lighting and Wi-fi	£ 6,740.00
Penistone Youth Project (TYS)	£ 8,730.00
The People Focussed Group (Bumping spaces)	£ 19,836.00
Cycle Penistone CIC	£ 5,990.00
Penistone FM Community Radio Older people	£ 19,840.00

South Pennine Community Transport CIC 2017 pilot	£ 5,000.00
Trans Pennine Trail Conservation Volunteers Penistone Station project	£ 6,630.00
Allocation to Ward Alliances	£ 10,000.00
DIAL (Information and Advice service 2018)	£ 4,395.00
South Pennine Community Transport CIC 2017 Pilot extension	£ 6,538.00
South Pennine Community Transport CIC Service Delivery 2018/19	£ 20,000.00
TPT conservation volunteers Penistone Station project extension	£ 2,890.00
Penistone FM Young Voices	£ 7,644.00
DIAL (Information and Advice service 2019 with option to extend to 2020)	£ 9,700
CAB Barnsley (Information and Advice Debt support 6 month Pilot to Sept 2019)	£ 2,115
South Pennine Community Transport CIC Service Delivery contribution 2019/20	£ 14,000
Total Allocations to date	£ 205,890
<i>Amount remaining for allocation 2019/2020</i>	£ 14,596

5.0 **Clean, Green and Tidy Service**

- 5.1 At its meetings on the 8th December 16 and 9th February 17, the Penistone Area Council agreed to tender a new Clean, Green and Tidy contract. Under a new procurement policy BMBC (the previous provider) would not be tendering for the service.
- 5.2 Twiggs Ground Maintenance Ltd were successful in being appointed as the preferred provider and started their contract on the 1st November 2017.
- 5.3 At the Area Council meeting of December 7th 2017, Twiggs Ground Maintenance Ltd presented an outline of the service they would be delivering to meet the contract requirements. Subsequent performance reports have been received by Area Council at meetings on February 8th and April 5th 2018 showing satisfactory progress against contract outcomes.
- 5.4 A presentation was given by Twiggs Ground Maintenance to Penistone Area Council at it's meeting on June 7th 2018, giving a full review of work undertaken against contract so far. This was well received by members.
- 5.5 At the Area Council meeting of July 19th 2018, Members agreed to extend the current contract which was due to finish on 1st November 2018, for a further 12 months at a cost of £98,007. It was agreed that funding to support this would be allocated on the basis of 5 months at a cost of £40,836.25 from the 2018/19 Area Council budget, with the remaining amount of £57,170.75 to come from the 2019/20 Area Council budget.
- 5.6 The current Twiggs Clean, Green and Tidy contract continues to perform satisfactorily against agreed targets. A summary of activity is included within the quarter 4 performance report of

this meeting, and is also supplemented by a review of progress presentation given by the Twiggs team at this meeting.

- 5.7 Members are advised that as the current Clean ,Green and Tidy contract comes to an end in November 2019, a decision regarding any further future commission of a Clean, Green and Tidy service will be required by Area Council at its next meeting on August 1st 2019.
- 5.8 To assist with any future procurement process, it is recommended that that the existing Clean,Green and Tidy contract is extended to take it up to the end of the financial year 2019/2020. To achieve this, Area Council are requested to approve spend from within the current budget, and waive contract procedure rules in order to extend the current contract at a cost of £32,670.

6.0 **Ward Alliance funding**

- 6.1 At the end of the financial year 2018/19, £6,014 remained within the Ward Alliance Fund which has been carried forward to the Ward Alliance allocation for 2019/20.
- 6.2 A Ward Alliance fund allocation of £20,000 has been made available outside of Area Council Funds for the financial year 2019/2020
- 6.3 It is recommended that WA funds are monitored and any increase in demand is noted by Area Council, to allow for the potential allocation of any additional funds to the Ward Alliance from within the 2019/2020 PAC budget at a later date.

7.0 **Penistone Area Council Priorities 2019/2020**

- 7.1 A member briefing was held on 24th January 2019 , where PAC members were presented with current statistical information from BMBC business intelligence unit about the Penistone area, as well as findings from a short on-line community consultation exercise carried out in December 2018 in order to review the current PAC priorities.
- 7.2 Members concluded that information available demonstrated that current PAC priorities were still valid but would welcome the opportunity to undertake more robust investigation of local issues by consulting more widely from within the community, taking into account town and parish plans over the next 12 months.
- 7.3 At the PAC meeting 14th February 2019, Members agreed to carry forward existing PAC priorities for the next financial year 2019/2020 whilst further consultation work is carried out, and also agreed to a further review of priorities based on findings from consultation to take place in January 2020.
- 7.4 To enable PAC to meet its existing priorities, it is recommended that a member workshop is held to consider potential future projects at the earliest opportunity.

8.0 **Penistone Area Council Community Magazine**

- 8.1 Following discussion at the Area Council meeting on February 14th 2019, Members agreed the option for communicating the work of the Area Council and Ward Alliance to the Penistone area via content for the Penistone Living Magazine. Members subsequently agreed at PAC on April 11th to allocate £2,664 from 2019/2020 budget to provide up to six pages of content for inclusion in each of two editions of Penistone Living Magazine over a 12 month period.

9.0 **Finance Update**

9.1 The 2018/19 budget included an allocation of £52,000 for the Age UK Barnsley contract (up to January 2019). A further allocation of £70,000 was made from within the 2018/19 budget for the provision of the Isolated and Vulnerable Older people grant funds referred to in 3.3 to allow projects to start in January 2019 when the Age UK commissioning contract finished.

9.2 To enable extension of the Clean, Green and Tidy contract, referred to in 5.5 , £98,007 was allocated overall from Area Council budget with £40,836 from 2018/19 budget. The additional £57,170.75 is allocated from the current 2019/2020 Penistone Area Council budget.

9.3 To support delivery costs of the Community Magazine, £3873 was also allocated from the 2018/19 budget.

9.4 Following approval to allocate £20,000 additional funds to the Penistone Ward Alliance, as referred to in 6.3 and the remaining balance of **£18,448** allocated to the Working Together Fund, a full allocation was made against the PAC 2018/19 budget, with no carry forward to the 2019/2020 budget.

9.5 The 2019/2020 budget shows a current allocation of £59,835, giving a total amount of **£140,165** available for spend against priorities over the coming year (subject to approval of spend highlighted in 5.8 which if approved would leave a total of **£107,495**)

9.6 2019/20 Budget allocations

Approved spend items still in operation in 2019/2020	Current approved expenditure from 2019/2020 budget
Clean Green and Tidy Extension	£57,171 (ends Nov 2019)
Working together fund	
Allocation to WA funds	
Penistone Living Magazine inserts	£ 2,664
Supporting Older people Fund	
Total spend approved	£59,835
Total remaining from base budget of £ 200,000	£140,165

9.7 Penistone Area Council full budget summary for previous years to 2019/2020 allocation

PENISTONE AREA COUNCIL - COMMISSIONING BUDGET FINANCIAL ANALYSIS - 2014/15 TO 2019/20										
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	Commissioning Budget 2017/18	Commissioning Budget 2018/19	Ct Bt
Base Expenditure					200,000	200,000	200,000	200,000	200,000	200,000
Countryside Skills Training	Growforest	01-Oct-14	1 yr	£ 100,000.00	100,000	300,000	309,845	200,000	205,157	
Countryside Skills Training Extension	Growforest	08-Sep-15	6 months	£ 54,600.00		54,600				
Clean & Green	BMBC	01-Nov-15	18 months	£ 160,000.00		35,555	124,445			
Clean & Green extension								15,974		
Working Together Fund	Various			£ 202,038.00		60,000	92,038	50,000	18,448	
Allocation to Ward Alliances/DWB 15-16	N/A	Aug-15		£ 40,000.00		40,000				
Allocation to Ward Alliances 16-17	N/A	Apr-16		£ 20,000.00			20,000			
Reducing Isolation in older people	Age UK	TBC		£ 138,346.00			70,000	17,500	52,000	
Supporting Older People Fund	Various			£ 70,000.00					70,000	
Community Magazine distribution costs	Various			£ 6,724.00			3,362	3,362	3,873	
Allocation to Ward Alliances 17-18	N/A			£ 10,000.00				10,000		
Allocation to Ward Alliances 18-19				£ 20,000.00					20,000	
Clean & Green 2017/18 (Y1)	Twiggs	TBA		£ 98,007.00				98,007		
Clean & Green 2017/18 - extension Nov 19 (Y2)	Twiggs	Nov-18	12 months	40,836					40,836	
Expenditure Incurred in Year					100,000	190,155	309,845	194,843	205,157	
In Year Balance					100,000	9,845	-109,845	5,157	-5,157	
Allocation remaining from C/F						109,845	0	5,157	0	
Earmarkings (to include C/F & unspent allocation)										
Actual spend for year										
Balance Including Any Base Expenditure Not utilised in Previous Financial Year										

Contact Officer:
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Penistone Area Council Manager

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BARNSELY METROPOLITAN BOROUGH COUNCIL

Meeting: Penistone Area Council
Date: 13/06/19

**Report of Penistone Area Council
Manager**

1. Purpose of Report

- 1.1 To provide Members with background information concerning the proposal for a consultation process to inform Area Council priorities
- 1.2 To provide Members with a proposed consultation methodology and schedule for consideration.

2. Recommendations

- 2.1 That Members note the background information concerning the proposal for a consultation process to inform Area Council priorities.
- 2.2 That Members consider the proposed consultation methodology and questions for consultation to agree to this as a way forward.

3. Background and information

- 3.1 At the Penistone Area Council meeting December 6th 2018 members were presented and agreed to a proposal for the area team to undertake a short on-line consultation exercise with Penistone residents over December and into early January 2019, using a new software process available within Barnsley Council. The purpose of the consultation process was to inform a review of Penistone Area Council priorities scheduled to take place in January 2019.
- 3.2 The results of the consultation were presented at a member workshop held on 24th January 2019 where PAC members were also presented with current statistical information from BMBC business intelligence unit about the Penistone area.
- 3.3 Members concluded that information available demonstrated that current PAC priorities were still valid but would welcome the opportunity to undertake more robust investigation of local issues by consulting more widely from within the community, taking into account town and parish plans over the next 12 months.
- 3.4 Members therefore agreed at PAC on 14th February 2019 to carry forward existing PAC priorities for the next financial year 2019/2020, whilst further consultation work is undertaken.

4. Proposal for consultation process

- 4.1 In order to ensure that the planned consultation process offers a more robust evidence base than previously, the proposed methodology takes into account feedback received from residents, parish councils and members on the last attempted consultation process.

The main concerns raised were

- Too much reliance on an on-line process, which was reported as an unstable link by some
 - Too short a time frame for completion of the consultation exercise, and wrong time of the year (too near to Christmas)
 - The process failed to reach a wide range of people including many older residents who do not currently access services digitally
 - The low take up rates rendered the findings of little value to support the Area Council's priority review process
 - A community led consultation exercise carried out digitally since then has had much more success in attracting participants (reputedly reaching over 2000 residents) suggesting that there is an appetite for engagement.
- 4.2 In order to address the above, it is proposed that a further consultation is undertaken over a 3 month period, based on the previous questions but using a different methodology to include both on-line and paper versions, and that members and partners are encouraged to promote and carry out consultations face to face whilst about their business in the community. The forthcoming summer months offer an excellent opportunity to reach more widely into the community making best use of community based events during this time period.
- 4.3 It is further suggested that results may be collected in time for presentation at the Penistone Area Council meeting on 3rd October 2019, to ensure sufficient time for these to be included in other intelligence gathering in the lead up to the next scheduled review of PAC priorities in January 2020.
- 4.4 A full proposed schedule for the consultation process is included at Appendix A within this report.

Appendix B provides the proposed questions for consultation.

5. Requested action for Area Council members

- 5.1 Members are asked to consider the schedule offered at Appendix A and questions at Appendix B and are asked to recommend this as the way forward to ensure that local issues may be identified from within the community as part of the review process for Area Council priorities in 2020.

Officer Contact: Elaine Equeall

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Appendix A

Suggested schedule of activity to support a Penistone area community consultation

	Process for distribution	Who will lead this	Timescales
Utilising the proposed questions at Appendix B establish digital version of survey using Smart Survey process	Set up on-line survey providing front page information to highlight the purpose of the consultation.	Area Team	June 2019
	Generate paper version from the survey for use with face to face consultation and produce printed copies for distribution	Area Team	June 2019
	Contact commissioned service providers, partners and Parish Councils to ask for help in promoting and distributing survey	Area Manager	Beginning of July 2019
	Promote on-line survey to community networks for forwarding on and sharing : <ul style="list-style-type: none"> • Neighbourhood network newsletter • Ward Alliance Members 	CDO PAC members	July 1 st onwards
	Promote on-line version via social media.	Area Team and PAC members Ward Alliance members	July onwards
	Agree key points for distribution of paper copies throughout the Penistone Area to include shops,village locations (agreed with community groups and Parish Councils)	Area Team with PAC members	June
	Produce schedule of community events taking place over the summer months and agree for any presence to distribute surveys	PAC members Area Team Ward Alliance members	June With distribution ongoing throughout July –mid Sept

	Re-boost via social media at key points over the summer	PAC members and Area Team	Ongoing throughout July-mid September
	Produce short article to promote the survey for inclusion in Area Council content for Penistone Living Magazine	Area Chair and Area team	By August 16 th
	Agree content of any press release and liaise with local press and Penistone FM	PAC members	June Review at Area Council August 1 st
Survey closes 15 th September			
	Collation of results to present to Area Council	Area Manager	3 rd October

Appendix B

Proposed questions for consultation

The proposed priorities are based on known issues in the Penistone area and were used in the last on-line consultation process. Respondents are asked to give their top 3 priorities based on those listed.

1. Please tell us your top 3 priorities

	1st Priority	2nd Priority	3rd priority
Digital First – Enabling people to feel confident to access online services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Information & Advice – Enabling access to localised services to provide information and advice to assist people with money, legal, and other issues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staying safe – Promoting community safety including online, at home and out and about.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local Economy – Promoting, encouraging and supporting local businesses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tourism – Promoting and encouraging tourism within the Penistone area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Getting Around – Helping people to access services and activities in their local area through community based transport solutions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road Safety – Promoting road safety within the Penistone Area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Connecting People – Creating opportunities to develop social connections and networks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Families – Developing and promoting activities to bring families together.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Young People – Developing and promoting activities for young people aged 12 to 19.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Love Where You Live – Encouraging people to get involved in their community through volunteering.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean & Tidy – Keeping the environment clean and tidy, tackling the issues of fly tipping, litter and dog fouling.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks & Greenspaces – Development and improvement of parks and greenspaces for the enjoyment of everyone.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health & Wellbeing – Supporting physical and mental health through a range of community based activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older People – Supporting older people to enjoy later life and continue to live independently for as long as possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social Isolation – Creating opportunities to combat social isolation and loneliness in the Penistone area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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