

MEETING:	South Area Council
DATE:	Friday, 26 October 2018
TIME:	10.00 am
VENUE:	Meeting Room, The Hoyland Centre

AGENDA

- 1 Declarations of Pecuniary and Non-Pecuniary Interests

Minutes and Notes

- 2 Minutes of the Meeting of South Area Council held on 31st August, 2018
(Sac.26.10.2018/2) *(Pages 3 - 8)*
- 3 Notes of the Ward Alliances (Sac.26.10.2018/3) *(Pages 9 - 14)*
Hoyland Milton and Rockingham – held on 5th September, 2018
Darfield – held on 20th September, 2018

Performance

- 4 Report on the Use of Ward Alliance Funds (Sac.26.10.2018/4) *(Pages 15 - 18)*
- 5 Performance Report (Sac.26.10.2018/5) *(Pages 19 - 38)*

Items for Decision

- 6 Procurement and Financial Update (Sac.26.10.2018/6) *(Pages 39 - 44)*

Items for Discussion

- 7 Age UK pilot - presentation on progress (Sac.26.10.2018/7)
- 8 Public Health in the South Area (Sac.26.10.2018/8)

To: Chair and Members of South Area Council:-

Councillors Stowe (Chair), Andrews BEM, Coates, Franklin, Frost, Daniel Griffin, Lamb, Markham, Saunders, Shepherd, Sumner and R. Wraith

Area Council Support Officers:

Diane Lee, South Area Council Senior Management Link Officer
Lisa Lyon, South 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

Thursday, 18 October 2018

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MEETING:	South Area Council
DATE:	Friday, 31 August 2018
TIME:	10.00 am
VENUE:	Meeting Room, Wombwell Library

MINUTES

Present Councillors Stowe (Chair), Andrews BEM, Franklin, Frost, Daniel Griffin, Lamb, Saunders, Shepherd, Sumner and R. Wraith.

8 Declarations of Pecuniary and Non-Pecuniary Interests

Councillors Franklin, Shepherd and Lamb each declared a non-pecuniary interest in minute numbers 9 and 14 due to their positions as directors of Forge Community Partnership, in so far as discussion related to the tidy team.

9 Procurement and Financial Update (Sac.31.08.2018/8)

The Area Council Manager introduced the item and the attention of Members was drawn to the timeline proposed for the procurement of an Environmental Tidy Team. The tender was expected to be issued in early October, 2018 with the contract award issued in early December. The new service was expected to commence 1st April, 2019. Members supported the proposal, at an annual cost of £195,720, and Councillors Stowe and Andrews agreed to take part in the procurement exercise.

Members then discussed the extension of the Private Sector Housing Enforcement Service Level Agreement. It was noted that this had been previously been agreed to extend this for a further year to conclude on 31st March, 2019.

In relation to Environmental Enforcement Members had previously indicated that they wished to concentrate on parking enforcement around the town centres of Hoyland and Wombwell. It was suggested that this service be procured with an indicative value of £20,000 per annum, with up to £10,000 allocated for an SLA with BMBC Safer Communities in order to provide the support required for this service as previously. The timeline for procurement was noted, and it was agreed that Councillors Stowe and Lamb be part of the tender evaluation panel for this service.

Members then discussed the provision of Advice Services. It was suggested that this be tendered around February, with evaluation taking place in March, 2019, and the contract commencing 1st July, 2019. A value of £79,572 per annum, the same as currently, was suggested. It was agreed that Councillors Stowe and Shepherd take part in the tender evaluation panel for this service.

The financial position for the Area Council was then noted, with around £39,000 remaining for allocation within the current financial year, £10,832 of which was for environmental projects.

RESOLVED:-

- (i) That the current financial position for 2018/19 and 2019/2020 be noted;
- (ii) That approval be given for the procurement of an Environmental Tidy Team at a cost of £195,720 per annum for one year with the ability to extend the

- contract for a further year subject to adequate performance, evidence of need and funding being available, and that the Executive Director Communities, following consultation with Members, be authorised to approve any necessary tender documentation to ensure timely procurement;
- (iii) That approval be given for the procurement of Parking Enforcement at a total cost of £30,000 per annum for one year with the ability to extend the contract for a further year subject to adequate performance, evidence of need and funding being available, and that the Executive Director Communities, following consultation with Members, be authorised to approve any necessary tender documentation to ensure timely procurement;
 - (iv) That approval be given for the procurement of Advice Services at a cost of £79,572 per annum for one year with the ability to extend the contract for a further year subject to adequate performance, evidence of need and funding being available, and that the Executive Director Communities, following consultation with Members, be authorised to approve any necessary tender documentation to ensure timely procurement;
 - (v) That the timescales for procurement of an Environmental Tidy Team, Parking Enforcement and Advice Service be noted;
 - (vi) That Councillors Stowe and Andrews take part in the tender evaluation panel for the Environmental Tidy Team procurement;
 - (vii) That Councillors Stowe and Lamb take part in the tender evaluation panel for the Parking Enforcement procurement;
 - (viii) That Councillors Stowe and Shepherd take part in the tender evaluation panel for the Advice Services procurement.

**10 Minutes of the Meeting of South Area Council held on 15th June, 2018
(Sac.31.08.2018/2)**

The meeting considered the minutes of South Area Council held on 15th June, 2018.

RESOLVED that the minutes of the South Area Council held on 15th June, 2018 be approved as a true and correct record.

11 Notes of the Ward Alliances (Sac.31.08.2018/3)

The meeting received the notes from the following Ward Alliances Hoyland Milton and Rockingham held on 4th July, 2018; and Darfield Ward Alliance held on 19th July, 2018.

RESOLVED that the notes from the Ward Alliances be received.

12 Smoke Free Schools (Sac.31.08.2018/4)

Kaye Mann, Senior Health Improvement Officer, was welcomed to the meeting to discuss Smoke Free Schools, which was part of the work to make smoking invisible in Barnsley. Members heard that this that also includes Smoke Free Parks, and Smoke Free places within the Town Centre such as the Pals Memorial Square.

The approach within schools was voluntary and encompassed the whole school, with staff, parents and children all being involved. The aim was to make smoking invisible and in doing so it was hoped that the next generation would not take up smoking and be smoke free.

Members noted the health problems associated with smoking and its contribution to preventable death, and heard of the resources available to schools, including signage and a toolkit. Members heard of the recent launch of Smoke Free Schools at Laithes Primary, which featured in the national, regional and local press.

Members supported the work in schools, and requested that the toolkit be circulated to raise awareness and promote the support available to schools in the area.

Discussion turned to the roll out of Smoke Free areas and the potential of adopting smoke free areas within the locality. The balance between supporting the desires of a significant proportion of residents, with the need to ensure that any negative impact on local businesses in avoided was acknowledged. It was suggested that further research is undertaken prior to a further discussion at the next meeting of the Area Council.

RESOLVED:-

- (i) That thanks be given for the presentation;
- (ii) That the roll out of Smoke Free Schools initiative be supported in the South Area;
- (iii) That the Smoke Free Schools toolkit be circulated to all Elected Members;
- (iv) That research be done prior to a further discussion on the potential of making certain areas in the South Area smoke free at the next meeting of the Area Council.

At this point in the proceedings Councillor Saunders left and therefore the meeting became inquorate.

13 Report on the Use of Ward Alliance Funds (Sac.31.08.2018/6)

The item was introduced by the Area Council Manager, who made Members aware of the current financial situation with regards to the Ward Alliance Funds in the Area as published in the report.

From a starting balance of £10,975 Darfield Ward Alliance had £8,650 remaining for allocation. Wombwell Ward Alliance had £10,448.04 remaining to allocate from £11,308.04 available at the start of the financial year. Hoyland Milton and Rockingham Ward Alliance had £18,326.25 remaining from an opening balance of £20,086.25. However, since the publishing of the report additional finance had been approved from the Hoyland Milton and Rockingham Ward Alliance Fund which left around £13,000 to be allocated.

RECOMMENDATION:- that the report be noted.

14 Performance Report Q1 (Sac.31.08.2018/7)

The Area Council Manager introduced the item, referring to the changes in staff delivering the Advice Services contract. Recruitment for the generalist advisor had taken place and the incoming member of staff had experience working within Mexborough CAB. The outgoing member of staff, Zoe Ellis-Georgiou, had secured a more permanent position within CAB Barnsley. Members gave thanks for her commitment to the service, and it was agreed that this be put in writing.

Sessions in Wombwell and Hoyland continued to be oversubscribed, though there remained space in Darfield. It was noted that further consideration would be given to the venue and time of the session held in Darfield. Members heard of the increase in clients presenting with mental health and physical disabilities, and discussed possible reasons for this. Also noted were the high numbers of those attending who were in work.

Members considered the performance against the Tidy Team contract, noting that additional resources were still being deployed in order to engage businesses. Members heard how the steering group had been poorly attended, and that the next meeting of the steering group would consider winter planning and scheduling. It was agreed that details of this be circulated to all Members.

Those present discussed the issue of litter associated with food outlets located near Junction 36. Despite efforts by Kingdom Enforcement and the Tidy Team, the area continued to be problematic. It was suggested that a more strategic approach be considered, and that a group be convened to consider the issue in more detail.

Members noted the changes in staff in relation to the contract with Kingdom Security, and those present heard how the service had recently been very responsive to requests from the Area Team.

RECOMMENDATION:-

- (i) That the report be noted;
- (ii) That a letter of thanks be given to Zoe Ellis-Georgiou in recognition of her commitment whilst employed as part of the Advice Service in the South Area;
- (iii) That details of the next Tidy Team steering group be circulated to all Members;
- (iv) That a group be convened to consider the issue of litter from food outlets near Junction 36 in more detail.

15 Fostering Recruitment (Sac.31.08.2018/5)

Angela Riley, Senior Social Worker, together with fostering champions Duncan Bagshaw and Gwen Barnes, were welcomed to the meeting.

An overview of the work successful work piloted in the North East Area was given, and it was noted that each area was now assigned a lead social worker and two foster carers acting as champions.

Members heard that there were 145 fostering households in Barnsley, with around 310 children currently in foster care. In 2017/18 and addition 37 households were recruited, which was greater than previously and this was attributed to the approach taken in the North East Area. The target for 2018/19 was a net gain of 30 households, recognising that as many are recruited some also retire from caring.

In recruiting additional foster carers, this would help to ensure those in care could stay in Barnsley and would reduce the disruption caused by placements out of the borough. Members heard how the fostering team aims to place children within a 20 mile area.

A discussion took place regarding the different types of fostering, from short term respite to long term, and the process interested individuals would engage with to become foster carers.

Given the limited resources the team had targeted community events which had the greatest footfall, and where families would attend in order to start conversations with those who may be interested. Members were asked to forward details of events to the team and feedback which were likely to be the most successful in terms of engaging those potentially interested.

Aside from making links with the South Area Team, it was suggested that representatives could advocate on behalf of the recruitment process at Ward Alliances, through the South Area's Facebook page and through the Community Magazine.

RECOMMENDED that thanks be given for the presentation and Members pledge to support the drive to recruit foster carers in the South Area wherever possible.

Chair

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Minutes for Hoyland Milton and Rockingham Joint Ward Alliance

Hoyland Lift Building

Wednesday 5 September 2018

Present

**Cllr Robin Franklin
Cllr Tim Shepherd
Cllr Chris Lamb (Chair)**

**Hoyland Milton Ward
Hoyland Milton Ward
Rockingham Ward**

Cllr Jim Andrews

Rockingham Ward

**Rob Hargreaves
Anne Sanderson
Janet Cartwright
Peter Latham
Joy Hart
Christine Cameron
Sadie Youell (observer)
Dawn Grayton**

**Berneslai Homes
Neighbourhood Watch
Friends of Elsecar Park

Tesco
BMBC Dearne Area Team
BMBC South Area Team**

Apologies

**Cllr Mick Stowe
Cllr Nicola Sumner
Pat Gregory
Joan Whitaker
Neil Spencer**

**Hoyland Milton Ward
Rockingham Ward
Walderslade Surgery
Fed of Tenants
Forge Community Partnership**

Cllr Lamb Chaired the meeting.

1. Welcomes and introductions

The Chair welcomed Peter Latham and Joy Hart to the alliance as new members and Sadie Youell as an observer.

2. Notes from the Ward Alliance Meeting held on 4 July 2018

The Ward Alliance asked for the previous notes to be amended.

3. Promotion of Ward Alliance Funding

The alliance checked the balance sheet.

4. New Projects:

- Friendship Group – agreed. The group will be asked if they can work in partnership with a group who made a similar application earlier in the year so that resources can be shared.

- Poppy Craft Group - agreed. A list needs to be circulated to the Ward Alliance to ensure the people being remembered are all Hoyland residents.

5. Any other Business

Stars of Hoyland – Cllrs Shepherd and Sumner to lead on this. A Ward Alliance application will be submitted to the next meeting.

Elsecar Park, voting is now open to help retain its Green Flag status.

6. Next meeting Wednesday 7 November 2018, 5pm at the Hoyland Lift Building.

Darfield Ward Alliance
Notes of meeting held Thursday 20th September 2018 @ 4.00pm
At Darfield Community Centre

Present: Cllr Pauline Markham, Cllr Dorothy Coates, Margaret Barlow, Brian Moore, Michael Fenna, David Hildred, Jonah Mulunda, Colin Ward, Nicola Farrar Tanya Dickinson (Community Development Officer), Barbara Tindle (Secretary)

1. **Introductions and Apologies** – Pauline welcomed everyone. Apologies from Cllr Caroline Saunders

2. **Minutes of last meeting and matters arising**
The minutes were agreed. Matters arising – The Darfield Gala was a great success, we raised £116. A review meeting is still to be arranged. The Posture class thanked the Alliance for the extra funding agreed at the last meeting. The Bank Account paperwork has been completed.

3. **Ward Alliance Fund -Balance Sheet and Applications received**
Balance sheet - £6,611 Ward Alliance funding available and £784 ring fenced for health activities.

Applications:

- Barnsley Leaders Junior Basketball Club £250
After discussion it was agreed to fund the project in full.
- Houghton Main Cricket Club U9'S Team £890
Colin left the room.
After discussion it was agreed to fund the project in full on proviso the kit bags are full of kit.

4. **Ward Alliance Projects**

- Sloppy Slippers – It has been received extremely well throughout the Darfield Ward and has been the most popular event that the Alliance has organised. There are slippers left and a suggestion of holding another event at Broomhill was agreed and needs to be arranged. A review meeting will also need arranging as well as feedback obtained from the service providers. **Action: Tanya Colin, Michael, Margaret**
- Cenotaph – A discussion on arranging a tidy day before Remembrance Sunday was discussed. Tanya to liaise with Parks regarding work that is ongoing with the 106 money. There is £30 left from a donation from Smart Doors Solutions and it was suggested that children from the local area could help plant winter pansies.

- Darfield Ring – A discussion on arranging a tidy day before it gets too overgrown was agreed – date and time to be arranged. Dorothy has emailed Highways and asked if the grass can be cut. A suggestion of ground covering plants that would need minimal attention. Tanya to contact Netherwood Academy to arrange dates that the children would be available. Dorothy expressed concerns that Darfield does not have an active volunteer team for Darfield and maybe this is something that needs addressing.

Plans for the ring using the £10,000 allocated from Principle Towns money was discussed and concerns were expressed that it must be low maintenance as volunteers on a regular basis is proving difficult. Dorothy wants to work with the original plans as the ring is the focal point of Darfield where residents and visitors view when entering the village. When the Principle Town money is released it is Barnsley Council who decides the contractors and a consultation with local groups and shop owners would be carried out before any work is started. **Action Dorothy, Tanya**

- Christmas Event – Gerald from the museum has spoken to Tanya informing her that the roof for the shed that is used for Santa's grotto is leaking. Plans to incorporate the cost with the cost of arranging the Christmas event was brought to the Alliance attention. Dorothy also expressed that the Plevna & Parva Volunteer Community Group would also like to hold a Christmas event. After discussion it was agreed that money would be ring fenced for Christmas Events. Pauline proposed that Darfield get a larger amount on ratio of residents and it was seconded by Margaret Barlow. It was agreed that Darfield would get £400 and £200 to Middlecliffe, Billingley and Broomhill if required. It was also agreed that on this occasion only, the above applications will be considered ahead of the next Ward Alliance meeting. The next meeting isn't until mid-November which would leave timescales too tight for delivering events in December.

5. **Any other business**

An idea has been put forward by Tricia Watters from Billingley Village Hall about holding a networking event for groups who are responsible for looking after a community building. The idea being that best practise, ideas and experience can be shared. The Alliance thought this would be a good idea.

Action: Tanya.

Pauline asked for applications that come in and the Alliance is not quorate to be held until the next W.A. meeting and not circulated via email to those

absent to gain a consensus decision. If timescales dictate a special meeting can be called. This will allow for open group discussion. The Alliance agreed. A late application for funding has been received for a Barnsley wide project which involves taking young people who have no family and who are leaving care for a meal on Christmas Day. It is asking for a £50 contribution and even though this is a small amount because WAF is a geographical pot of funding, an indication that a Darfield young person will be benefitting from this project is required. This information has been requested ahead of the application being considered at the November meeting.

David asked the Alliance if they knew how many defibrillators there were in Darfield. The church was thinking about applying for one. Dorothy to email David with the defibrillators register for the area.

6. Date of next meeting - Thursday 15th November 2018 at 4pm.

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2018/19 WARD FUNDING ALLOCATIONS

For 2018/19 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 any remaining balances of the 2017/18 Ward Alliance Fund will be combined and added to the 2018/19 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.

DARFIELD WARD ALLIANCE

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

£10,000	base allocation
£975	carried forward from 2017/18
£0	devolved from Area Council
£10,975	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining £10,975
			£5,487.50	
Secretary Expenses	£125.00	£125.00	£5,487.50	£10,850.00
Darfield Library Children's out of School activities	£425.00	£10,850.00	£5,487.50	£10,425.00
Qtr 1 Secretary expenses	£125.00	£10,425.00	£5,487.50	£10,300.00
DWA - Pop up Sloppy Slipper events	£1,650.00	£10,300.00	£5,487.50	£8,650.00

Barnsley Met Band - BBb Tuba	£212.10	£10,300.00	£5,487.50	£8,437.90
Hungry Caterpillars - Sustainability of hungry caterpillars	£734.77	£10,300.00	£5,487.50	£7,703.13
Houghton Main Football Club - Ground preparation 2018	£420.00	£10,300.00	£5,487.50	£7,283.13
Houghton Main Cricket Club - new U9s equipment	£890.00	£10,300.00	£5,487.50	£6,393.13
Barnsley Leaders Junior Basketball Club	£250.00	£10,300.00	£5,487.50	£6,143.13
Qtr 2 secretary expenses	£125.00	£10,300.00	£5,487.50	£6,018.13

HOYLAND MILTON/ROCKINGHAM WARD ALLIANCE

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

£20,000 base allocation
£86.25 carried forward from 2017/18
£0 devolved from Area Council
£20,086.25 total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining
			£10,043	£20,086.00
IDAS - Staying Safe - Staying Put	£800.00	£800.00	£10,043	£19,286.00

Phoenix Ladies - Social activities & Educational talks	£960.00	£960.00	£10,043	£18,326.00
Mates of Milton - First Aid training & defib	£300.00	£-	£9,743.00	£18,026.00
Hoyland & District British Legion - Autumn Planting of Cenotaph	£950.00	£950.00	£9,743.00	£17,076.00
The Youth Partnership - Youth Action 18/19	£2,205.00	£2,205.00	£9,743.00	£14,871.00
Hoyland Work Club	£1,800.00	£1,800.00	£9,743.00	£13,071.00

WOMBWELL WARD ALLIANCE

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

£10,000	base allocation
£1,308.04	carried forward from 2017/18
£0	devolved from Area Council
£11,308.04	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining £11,308.04
IDAS - Staying safe-staying put	£400.00	£400.00	£5,654.01	£10,908.04
WWA – Schools out for Summer	£460.00	£460.00	£5,654.01	£10,448.04
			£5,654.02	

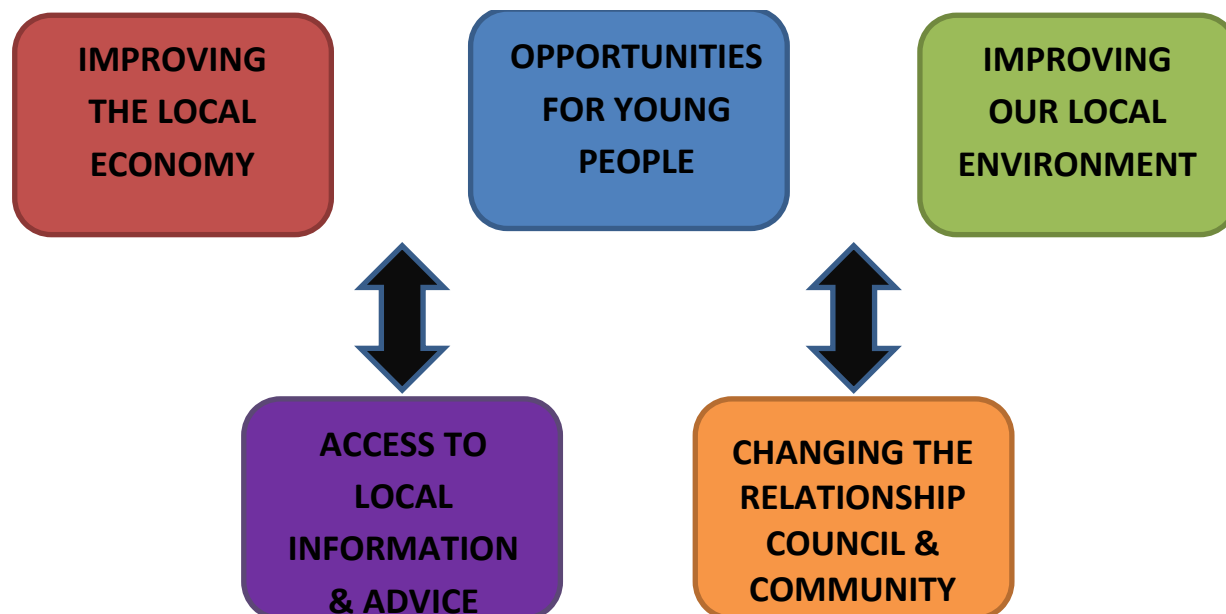
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SOUTH AREA COUNCIL
Performance Management Report

October 2018

INTRODUCTION

South Area Council Priorities



	Service	Provider	Contract Value/length	Contract start date	Recommissioning date if applicable
Improving the Local Economy	Business survey & courses for local businesses	Northern College, BBIC & Emergency Response training	£4,000 for survey £20,000 max for courses	Sept 2014 for survey Summer 2015 for courses	Project not recommissioned due to poor take-up on courses
Improving our Local Environment	Tidy Team to work alongside community on environmental projects	Forge Community Partnership/Anvil Community Interest Company	£195,750 per annum until March 2017 with a further 1 year + 1 year if funding available	4 th August 2014 for 2 years Contract 2 started 1 st August 2016 for 2 years	Tidy Team 2 contract (including Apprenticeship costs) with Forge C/Partnership started 1 st August 2016
Improving our Local Environment	Environmental enforcement for littering, dog fouling & parking enforcement	Kingdom Security	£ 132,000 1 year & further extension to 31/03/16	4 th August 2014 Contract 2 started 1 st April 2016	Contract 2 now running from April 2016 with funding agreed to run to March 2018
Access to Local Information & Advice	Provide community based welfare rights & citizens' advice session	Barnsley Citizens' Advice Bureau & BMBC Welfare Rights Service	£150,000 2 years @ £75,000 per year	2 nd June 2014 Contract 2 started 1 st June 2017	Contract 2 started 1 st June 2017 for 2 years
Opportunities for Young People	Summer Internship Programme	C&K Careers	£45,000 20 months (includes follow up time)	9 th March 2015 Contract 2 started 1 st March 2016	Contract 2 for 2016 cohort s runs March 2016 – Nov 2017 Contract 1 ended November 2016

	Service	Provider	Contract Value/length	Contract start date	Recommissioning date if applicable
Improving our Local Environment	Provision of signs for cleaned up sites 'Maintained by Volunteers'	Taylor made Signs	£375.00	100 Signs delivered 1 st April 2016 & put up by Tidy Team at sites identified by Steering Group	Currently being put up by Tidy Team across the 4 wards in a variety of settings decided by Tidy Team Steering Group
Opportunities for Young People	Provision of 2 week Achieving Respect & Confidence (ARC) courses for 14 young people at risk of offending	South Yorkshire Fire & Rescue Service	£10,000	Course 1 delivered week of 13 th June 2016 Course 2 delivered October 2016	Not applicable – no current plans to recommission
Opportunities for Young People	Youth Asset Mapping project & survey	Forge Community Partnership	£5,000	Completed survey presented to South Area Council in June 2016	Not applicable – one off piece of work to inform future work to support young people
Opportunities for Young People	Lifeskills course for young people	Berneslai Homes & BMBC Integrated Youth Support	£2,000 (there will be an underspend on this project)	Courses ran during summer holidays 2016	Not applicable – low attendance during pilot phase means will not run again in current form but may be adapted for future use
Cross cutting across all themes	Health & Wellbeing Asset Mapping Conference	In house by South Area Team	£1,000	Held on 14 th June 2016	3 follow up groups set up: Universal Advice Love Your Street Better Community Networks

PART A - OVERVIEW OF PERFORMANCE

The information which follows is a summary of the information provided to the South Area Council Manager at quarterly contract management review meetings. This includes both quantitative figures appended in the tables below and more qualitative information which is outlined in the short narrative report included for each project. There are occasions when the quarterly review dates do not mesh with Area Council reporting dates, which means that the 'achieved to date' figures may not have changed from the previous report, as the new quarterly data is not yet due at time of writing.

Improving our Local Environment

Outcome Indicators	Achieved to date	Previous
Number of small environmental projects completed	1206	(1143)
Number of large environmental projects completed	105	(95)
Number of litter picks completed	2507	(2353)
Number of fly tipping incidents dealt with	144	(143)
Number of Xmas projects completed	13	(13)
Number of Fixed Penalty Notices issued – littering	2528	(2408)
Number of Fixed Penalty Notices issued – dog fouling	158	(150)
Number of Parking PCNs issued	997	(928)
Number of targeted dog fouling & littering operations completed	409	(383)
Number of initial contacts made with private sector tenants *	489	(432)
Number of vulnerable households identified *	93	(87)
Number of property inspections done *	195	(186)
Number of individuals identified as having support needs *	48	(35)
Number of properties improved because of intervention *	154	(135)
Number of households making improvements after first contact *	98	(79)
Number of informal requests for action made to landlords *	98	(89)
Number of formal notices made to landlords *	6	(5)
Number of individuals signposted to other services *	69	(61)
Number of legal prosecutions made *	0	(0)
Number of Anti Social Behaviour contacts made *	6	(1)
Number of Anti Social Behaviour letters sent *	2	(0)

Access to Local Information & Advice

Outcome Indicators	Achieved to date	Previous
Number of clients seen & in receipt of information & advice	3589	(3319)
£ of benefits gained as a result of the advice received	£2,849,547	(£2,557,788)
£ of unmanageable debt handled through financial settleme	£2,562,719	(£2,370,083)
Number of cases where homelessness was averted	109	(72)
Number of clients referred to other specialist help	1331	(1182)
Number referred to Credit Union or other money management help	400	(376)
Number of community groups visited to promote advice services	139	(137)
Number of vulnerable clients unable to self-help seen *	886	(783)

*New target set from 1st June 2016

Improving the Local Economy

Outcome Indicators	Achieved to date	Previous
Number of local businesses approached to complete survey	238 (completed)	238
Number of local businesses completing survey	88 (completed)	88
Number of quotations sourced for local business courses	56 (completed)	56
Number of business courses commissioned	16 (completed)	16
Students hours commissioned on business courses	1493 (completed)	1493
Number of students attending business courses to date	45 (completed)	38
Number of student hours completed to date	243.5 (completed)	243.5
Number of student places booked onto future courses	84 (completed)	84

Business courses are now completed, so figures will not change.

Changing the relationship between the Council and & the community

Outcome Indicators	Achieved to date	
		Previous
Number of adult volunteers engaged (105 new)	1440	(1244)
Number of young people engaged in volunteering	887	(854)
Number of new community groups established	10	(9)
Number of community groups supported (including schools)	226	(202)
Number of jobs created locally	14	(14)
Number of apprenticeship opportunities created locally	20	(20)
Number of local businesses encouraged to maintain own environment	186	(177)
Number of young people referred to restorative justice provision	33	(32)
Income received from enforcement activity to Area Council in £	£111,496 *	(£106,386)
% of local spend achieved by projects	94%	92%

Opportunities for Young People

	Achieved to date
Number of Summer Internship places filled 2015	41(completed)
Number of Summer Internship places filled 2016	25(completed)
Number of students completing Summer Internship 2015	37(completed)
Number of students completing Summer Internship 2016	20(completed)
Number of 5 Year Plans tailored to student needs developed 2015	33(completed)
Number of 5 Year Plans tailored to student needs developed 2016	25 (completed)
% of students reporting an increase in motivation about the future 2015	80%(completed)
% of students reporting an increase in motivation about the future 2016	84%(completed)
% of students reporting increased confidence about future plans 2015	88%(completed)
% of students reporting increased confidence about future plans 2016	74%(completed)
% of students reporting increased knowledge about opportunities 2015	72%(completed)
% of students reporting increased knowledge about opportunities 2016	85%(completed)
% of students reporting increased awareness of own skills 2015	72%(completed)
% of students reporting improved decision making skills 2016	57%(completed)

Internship programme has now completed for 2016, so figures will not change

PART B - SUMMARY PERFORMANCE MANAGEMENT REPORT FOR EACH SERVICE

One Stop Shop Advice sessions – CAB & Welfare Rights

<div style="background-color: #c00000; color: white; padding: 5px; text-align: center; border-radius: 10px; margin-bottom: 5px;">Local Economy</div> <div style="background-color: #663399; color: white; padding: 5px; text-align: center; border-radius: 10px; margin-bottom: 5px;">Access to Local Advice</div> <div style="background-color: #ff9933; color: white; padding: 5px; text-align: center; border-radius: 10px;">Changing Relationship</div>		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	
	Milestones achieved	
	Outcome indicator targets met	N/A
	Social value targets met	
	Satisfactory spend and financial information	
	Overall satisfaction with delivery against contract	

THIS CONTRACT HAS NOW ENDED

Comprehensive Quarter 12 (March - May 2017) monitoring reports were completed by Barnsley Citizens' Advice Bureau and BMBC Welfare Rights and a Quarter 12 contract review meeting was held on 9th June 2017.

This marked the end of the first highly successful three year contract, which operated jointly with Barnsley CAB and BMBC Welfare Rights.

During this period, over 2500 individual clients were seen and helped to claim over £2million of (mostly in-work and disability related) benefits and pensions they were entitled to but would otherwise not have claimed. In addition, over £2million of previously unmanageable debt was managed through the successful negotiation of formal financial settlements with creditors. Over half of clients were referred or signposted to other specialist help, including Credit Union memberships and money management training, in order to prevent a recurrence of future debt. 47 people were also helped to avoid homelessness, often at the very last minute when eviction was imminent.

Because the new contract will be delivered solely by Barnsley CAB (BMBC Welfare Rights decided not to jointly tender this time) the previous Welfare Rights Adviser, Phil Beer, has returned to his substantive Council post. A formal letter of thanks to Phil from the Chair of the South Area Council was sent after the last Area Council meeting.

The new Welfare Rights Adviser (who is employed by CAB) is Nigel Cole, a highly experienced adviser previously employed by CAB to deliver other community based advice

work. He started in post at the beginning of the new Advice Services contract on 1st June 2017, and will work alongside Zoe to deliver the same sessions previously done by Phil.

Community Outreach One Stop Shop Advice sessions – Barnsley Citizens Advice Bureau



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

Barnsley Citizens Advice Bureau South Area Council Community Outreach Project

CAB will be delivering additional South Area Council monthly advice service at Hoyland Library and Wombwell Library from 25th October 18. The additional services will be via an appointment system so that existing clients to the current drop-in service can be referred by either of the advice workers. It is anticipated that this will help decrease the time spent per client at the current outreaches and address more complex cases. The length of the appointment slot will vary depending on the type of help required.

The quarterly contract meeting is due to take place on 9th November 18.

Tidy Team – Forge Community Partnership/Anvil CIC

		RAG
Children & Young People	Satisfactory quarterly monitoring report and contract management meeting.	
Improving Environment	Milestones achieved	
Changing Relationship	Outcome indicator targets met	
Local Economy	Social value targets met	
	Satisfactory spend and financial information	
	Overall satisfaction with delivery against contract	

A contract meeting took place on the 15th October 2018. All milestones and targets were discussed. The contract is overachieving on a number of targets including clean ups, new volunteers, existing volunteers and community groups supported. Work with schools, businesses and new groups established have been highlighted as areas where targets are not being met in previous quarters however a number of approaches have been put in place to address this including having a dedicated post to work alongside businesses and schools. As a result the number of schools and businesses worked with have increased considerably this quarter. More detail can be found in the report submitted by the Tidy Team below.

A priority for this quarter was to increase the number of work experience placements and advertise for new apprentices. 24 work placements were arranged working with NCS on a number of projects. The recruitment of new apprentices is ongoing.

The amber rating on social value objectives reflects that of the 4 apprentices recruited to the Tidy Team one has achieved their NVQ level 2. Priorities for the next quarter are to increase

Case studies and large schemes at Appendix 1

Environmental Enforcement – Kingdom Security

Improving Environment		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	●
Local Economy	Milestones achieved	●
	Outcome indicator targets met	N/A*
	Social value targets met	●
Changing Relationship	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

*There are no outcome targets set for this project, because it is not legal to set targets for enforcement activity of this kind.

South- Area Qtr. Report July - September 2018, Kingdom report:

Overview.

The South Area is contracted to 2 x officers, this equates to 1024 hours over quarter, and achieved is 912 hours which is 89% of the contracted hours. This has been achieved by utilising staff from the Town centre contract to maintain the targeted Minimum of 85%

To date 128 Fixed Penalty Notices (FPN's) and 69 PCN's for parking have been issued in the area. 120 of these have been for littering offences and 8 for dog fouling offences. Officers concentrate their patrols around intelligence led information from the tasking process and also from complaints on the street, from the community at large. To date this quarter complaints / operations are on-going and continue to be reported and attended. Officers have been met with an increase in specific witness information re offenders throwing litter from vehicles. Recent changes in the law have aided this. On these occasions armed with a witness statement officers have offered on the first instance an FPN to allow the individual to discharge their liability rather than prosecution at court.

Prosecutions continue for Littering and Dog Fouling. To date offenders have paid prior to attending, pleaded guilty prior to court or have been found guilty at court. There has been a 99% success rate at court. Court space continues to be limited.

FPN's (Fouling and Littering) for this quarter is £6741.00p.

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

Operations.



Littering Operations have been continued in the Darfield area still concentrating on Snape Hill Road and Hoyland concentrating on King Street. Members of the public using this area have approached the patrolling officers and although there has been no specific intelligence the feedback remains good.

5 FPN's for littering and 1FPN for Dog Fouling have been issued on the above streets up to this point.

Parking Operations continue in Wombwell (mainly High Street / Hough Lane and Melvin Street) now that Kingdom have increased the Parking trained staff. Although people continue to park in contravention there seems to be a behaviour change. This continues to be monitored.

228 PCN's and 26 FPN's for littering have been issued on this area up to this point.

Local Business Survey & courses for local businesses

	RAG	
 Local Economy	Satisfactory quarterly monitoring report and contract management meeting.	N/A
	Milestones achieved	●
 Changing Relationship	Outcome indicator targets met	●
	Social value targets met	N/A
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

This contract has now been completed. As previously reported, takeup of these courses was around 17%, despite extensive survey work to identify the content and format of courses required by local businesses. For this reason, the South Area Council has decided not to fund similar provision in the future.

Summer Internship Programme -C&K Careers



	RAG
Satisfactory quarterly monitoring report and contract management meeting (2015 and 2016 contracts)	●
Milestones achieved (2015 and 2016 contracts)	●
Outcome indicator targets met	●
Social value targets met (2015 and 2016 contracts)	●
Satisfactory spend and financial information (2015 and 2016 contracts)	●
Overall satisfaction with delivery against contract (2015 and 2016 contracts)	●

This contract has now been completed

C&K Careers were commissioned to deliver 2 separate contracts for the South Area Council – a Summer Internship Programme for Y10 students in the 2015 cohort and another contract for Y10 students in the 2016 cohort. Both contracts comprised the delivery of an intensive programme of activity during the summer of 2015 and 2016 respectively, followed by a lengthy follow-up period where C&K staff stayed actively in touch with students who took part right through their Y11 year and into the November following their school leaving date – or until the young person had a ‘positive destination’.

Evidence indicates that students did develop the IKIC competencies, become more ‘career confident’ and were pro-active about taking decisions and focussing on their post-16 opportunities. All students are in learning or work; they have entered positive destinations. The majority are either on career paths directly related to their original career aspirations or where they will have a variety of options open to them at 18.

There are now a number of key Barnsley employers committed to supporting local students into the workplace though both placements and apprenticeships.

Private Sector Housing Enforcement Officer – BMBC

Community Safety

	RAG	
<div style="background-color: #c00000; color: white; padding: 5px; text-align: center; border-radius: 10px; margin-bottom: 5px;">Local Economy</div> <div style="background-color: #f4a460; color: white; padding: 5px; text-align: center; border-radius: 10px; margin-bottom: 5px;">Changing Relationship</div> <div style="background-color: #6a329f; color: white; padding: 5px; text-align: center; border-radius: 10px;">Access to Local Advice</div>	Satisfactory quarterly monitoring report and contract management meeting	●
	Milestones achieved	●
	Outcome indicator targets met	●
	Social value targets met	●
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

Following a successful contract review of the Private Sector Housing post the South Area Council have further extended this post for the period 1st April 2019 – 31st March 2020. This was agreed by the South Area Council at its meeting on the 15th July 2018.

The officer will continue to work with both tenants and landlords in order to improve the standard of private sector housing and its immediate environment through support and where necessary, enforcement.

Quarter 2 Report – July 18 to September 18

During the months of July to September 2018 the Private Sector Housing Officer has dealt with a total of **57** complaints, queries and requests for service, advice and referrals.

The target for the quarter is 100. The number is lower than usual due to a combination of sick leave and a large number of complex and ongoing case work of which will be reflected in the figures for the following quarter. The amber reflects the target not being met but it is anticipated that this be a green target next quarter in line with previous performance.

Appendix 1 Tidy Team case studies



Date: 8-9-18

Location: DARFIELD

Staff: TIDY TEAM X 2

Volunteers: 9 Under 16: 0

New Volunteers: 9

Volunteer hours: 37

TIDY TEAM

**WORKING WITH YOU TO MAKE YOUR
COMMUNITY BETTER—WE ARE GOING TO MAKE
OUR COMMUNITY A BETTER PLACE TO LIVE FOR
FUTURE GENERATIONS**

Details of work undertaken:

Bradbury Balk Car Park is a notorious area for litter being left by individuals and is on our programme of fortnightly litter picks. We approached Kingdom with a view to involving those who were in line for enforcement activity and targeted the area on 8 September. A total of 32 bags were collected.

What next? The Team will approach Kingdom to again work on this basis with a view to reminding offenders of the need to pick up their litter.



TIDY TEAM

**WORKING WITH YOU TO MAKE YOUR
COMMUNITY BETTER—WE ARE GOING TO MAKE
OUR COMMUNITY A BETTER PLACE TO LIVE FOR
FUTURE GENERATIONS**

Volunteers: 15 Under 16: 15
New Volunteers: 0
Volunteer hours: 30

Details of work undertaken:

The Team helped construct pallet dens with the little ones at Chatterbox Nursery— the pallets had been donated from a local business Admast—the children thoroughly enjoyed building and being in the fresh air and having something to play with at the end of it all.

What next? The Team will continue to work with Chatterbox Nursery with a further litter pick event hopefully during the Autumn months before the weather becomes too cold for the children.



Anvil CIC Case Study

Title	TIDY TEAM VOLUNTEERS
Date	15 OCTOBER 2018
Summary:	<p>The continued success of a working relationship of 2 volunteers who commenced volunteering with the Tidy Team as very shy and introverted individuals who have prospered and developed skills to become more socialised and outgoing individuals.</p>
Key Learning Points:	<p>Empowering individuals in developing their learning and informal skill routes.</p> <p>Identification and self-assessment through internal processes to identify any additional learning barriers which would restrict progress by an individual.</p> <p>Allocation of a learning mentor within the workforce supporting the volunteer's time to review progress and help for future work.</p>
Background:	<p>We were approached by Mencap regarding two individuals who were looking for assistance in helping them to return to the workplace. The individuals concerned were lacking in confidence and a skills set that would stand out to employers in their quest to return to work.</p>
Who was Involved:	<p>The whole Tidy Team workforce through sharing knowledge, showing tolerance and understanding while nurturing the individuals to achieve all that they can from the opportunity presented.</p>
Any unplanned outcomes (Good or Bad):	<p>The progress of the individuals is slow moving and is reliant on the individuals attending when arrangements have been made – a steady feeling of belonging to a team has helped with their commitment and willingness to be involved.</p>
Outcomes of Project:	<ul style="list-style-type: none">• They have become individuals who are better placed to continue making an economic contribution across the community.• Their social skills have improved as a result of feeling a sense of belonging and contributing to a team environment.
What could have been done better:	<p>The project is ongoing although much work is still needed for these individuals to have the skills to be employed.</p>
Next Steps:	<p>Encouragement and placing the volunteers in empowering situations to allow the individuals to continue their development over the next quarter.</p>

Title:-	Tidy Team Apprentices.
Date:-	14th June 2018
South Area Council, Tidy Team Steering Group.	
Summary:- The success and maturity of the Tidy Team is derived as a result of the wide spectrum of contributions made by all parties in its delivery, promotion and engagement. The varied nature of the work along with the unique nature and diversity of the communities served by the Tidy Team lend itself to offer opportunities through apprenticeships to individual who for various reasons are or have become estranged from their community in either a social or participatory basis. Providing individuals with a platform by which they can openly be recognised for the contribution to wider community benefit aids the transition of people in becoming community activists. Helps to establish opportunity for their contribution while nurturing their informal and formal self-development.	
Key Learning Points:-	
Equality of opportunity based on age of applicants brings a mixed base of benefits and challenges; maturity is a stable and reliable platform however legality of salary entitlement places strain on budget outturn.	
Empowering individuals in developing their learning and formal qualification routes.	
Identification and self-assessment through internal processes to identify any additional learning barriers which would restrict progress by an individual in their Qualification progress.	
Allocation of a learning mentor within the workforce, supporting individual apprentices' time to review progress with their qualification portfolio allows us to help them stay on track with qualification attainment.	
Background:-	
Despite several intervals of advertising for young apprentices to join a successful and dynamic team working across the community we struggled to attract suitable candidates, we followed this up	

with direct vacancy advertising through the Barnsley College apprentice provision and finally managed to identify a handful of applicants, trying to stay as local as possible to recruiting applicants from the very communities they would be working in we managed to appoint four individuals phased in two stages to blend with the wider team and assist in managing the demand for inductions, supervision and safe working.

The four apprentices were introduced to Barnsley College for their induction for their formal qualification (NVQ L2) however following the initial assessment one candidate was identified as requiring more functional skill development; this was sought as locally as possible, removing risk of nonattendance and further barriers to progression however during the course delivery this provision then was relocated to Barnsley adding additional challenge. Our apprentice continued attending twice per week.

The other three apprentice candidates commenced their courses and we managed all four apprentices' ongoing access to skill development as we would only be failing the individuals if we didn't assist them in having a stronger platform for their future.

Regrettably after four months we lost one of the apprentices as due to changes in his personal circumstances he was unable to uphold his commitment to the opportunity and course of study, The remaining three candidate continued to make positive progress and embraced not only the social interaction with individuals and groups across the communities but also with their colleagues and professional development.

Apprentice progress.

Apprentice A:- Stands out for acknowledgment as he brings stability to the Tidy Team through his maturity, diligence to ensuring the tasks are completed to the fullness of his ability and flexibility to see a task through to completion, He has undertaken his NVQ qualification and through this process has been assisted in addressing his reluctance to work with ICT. Towards the end of his position with ourselves he secured alternative employment which he still maintains

Apprentice B:- has made significant improvement in his time as an apprentice through his self-development in his functional skills, placing less dependence in his family to support him in his literacy & Numeracy application, he communicates with a greater sense of

self confidence and over the last six months has developed a willingness to share his knowledge, guidance and understanding of his work with young people especially school aged children who previously he would have stayed away from engaging with.

Apprentice C:- has managed his medical condition well through his participation in the Tidy Team he has developed his competence in operating a broad range of hand operated power tools and equipment with a keen application of health & Safety, He has made positive progress with attainment of his NVQ often seeking guidance from his colleagues to have practical opportunities to enhance his formal study, He is a good communicator, polite and very willing to assist in any tasks discussed.

Who was Involved:-

The Whole Tidy Team workforce through sharing knowledge, showing tolerance and understanding while nurturing the individual apprentices to achieve all that they can from the opportunity presented.

Any unplanned outcomes (Good or Bad)

Delivery of the selected NVQ from the provider could have been better in narrowing the gaps for individuals with their additional development needs speeding up the attainment of the apprentices.

Outcomes of Project.

Four apprentices appointed.

Three enrolled onto NVQ qualifications

Two attained full award.

1 enrolled onto functional skill development and recognised for his commitment at the annual adult skill evening (BMBC)

Three individuals progressed through their formal learning.

One apprentice who was recognised by both the local Stars of Hoyland award and for his skills attainment from Adult Education.

Three individuals who are better placed to continue making an economic contribution across the community.

Two individuals who volunteer to support community action in their own communities separate to their employed roles.

One left into alternative employment

Individuals and groups within the Tidy Team area of work have seen first hand the added value apprentices bring to the role and acknowledge the contribution to the wider economic growth of helping individual better themselves and their community.

What could have been done better

Bespoke development plan for the participants which while not a NVQ qualification would leave individuals better placed for their life journey.

Next Steps

Take our lessons from the current apprentices and embed this in our plans for the next drive for recruitment due to start in August 2018.

BARNSELY METROPOLITAN BOROUGH COUNCIL

South Area Council Meeting:
26th October 2018

Report of South Area Council Manager

South Area Council – Procurement and Financial Update

1. Purpose of Report

- 1.1 To outline the current financial position for 2018/2019 and 2019/2020
- 1.2 To provide an update on South Area Council contracts currently running and commissioning intentions for 2019
- 1.3 To provide Members an update on timescales and process for commissioning intentions

2. Recommendations

- 2.1 That Members note the current financial position at 3.0 and 4.0 for 2018/2019 and 2019/2020**
- 2.2 That Members note the commissioning timescales set out at section 6 for (Environmental Tidy Team) and section 7 for (Parking Enforcement)**
- 2.3 That Members note the maximum contract value for a new environmental Tidy Team contract at section 6, Parking Enforcement at section 7.0 and Advice Services at section 7.**
- 2.4 That Members note the contract length for the Environmental Tidy Team at section 6, Parking Enforcement and Advice Services at section 7. It has been previously agreed that the contracts are for an initial one year plus a further one year subject to performance, continue evidence of need and subject to funding being available.**
- 2.5 That Members note the request at 4.3, 4.4 and 4.5 to make funding available from the remaining enforcement income to commission investigation work for revisions to the existing Traffic Regulation Order (TRO) at Blythe street. The total amount requested for the Blythe street scheme investigation and revision is up to £6500 (£3800 - £5000 design and legal fees + £1500 for works carried out).**

3. Existing contracts

3.1 The following are current contracts and contract end dates:

Contract name	Contract start date	Contract end date	Contract Value
Tidy Team Forge Community Partnership	01/08/2016 1+1+1	01/04/2019	£195,720 per annum
Advice services Citizens Advice Barnsley	01/07/2017 1+1	30/06/2019	£75,000 per annum
Environmental services Kingdom Security Limited	01/04/2016 1+1+1	01/04/2019	£60,320 per annum
Private Sector Housing Officer BMBC	01/04/2017 1+1	01/04/2019	£32,580 Per annum

3.2 All the above commissions will have completed their final year in contract. Existing providers will need to take part in an open, transparent and competitive retendering exercise where the opportunity is put out to the market through YOR Tender. The private sector housing officer is an internal service level agreement as this is a single provider delivered by BMBC.

4. South Area Council Finance Overview

4.1 Finance table:

Description	2017/18	2018/19	2019/2020
South Area Council Allocation	£400,000	£400,000	£400,000
Carry Forward + income	£93,615	£32,823 + Income confirmed to date £27,892	
Contracts / spend			
Advice Services	£74,375	£75,000 +£4572	£18,750 (April 19 – June 19)
Environmental service (Kingdom)	£120,000	£60,320	
BMBC Safer Communities (environmental services)	£26,488	£14,000	
Tidy Team	£195,720	£195,720	
Private Sector Housing	£14,636 +£13,575	£47,216 (£14,636 + £32,580)	
Summer Internship	£3998		
Community Magazine	£3500	£3675	
Young people's pop up sessions	£2000		
Young people's social media project	£2500		
Wombwell TRO	£4000		
Off road biking signs		£1290	
Ammendments to Hoyland Centre TRO		Up to £5000	
Park Land repairs – Sheffield Road Birdwell		£10,980	
Parks – Milton Pond banking		£1080	
Winter well-being event		£2000	
Spend	£460,792	£420,853	£18,750
In year balance	£32,823	£39,862	£381,250

4.2 Currently there is an in year balance of £39,862 for 2018/2019. Of the £27,892 enforcement income, £10,832 remains for environmental projects.

4.3 A request has been made for funding from the remaining enforcement income in order to commission investigation work for revisions to an existing Traffic Regulation Order (TRO). The work is in relation to the Blythe street scheme in Wombwell which was introduced as part of a planning condition. Wombwell Members have been concerned that the scheme has had a detrimental effect upon residents ability to park near their properties. Basic costs for a revision to the TRO would be £3000 for design fees and £800 for legal fees. However, if a number of objections are raised this will add to the design and legal fees. It is unclear what those costs would be until the number and type of objections are known so a cost of up to £5000 is recommended.

4.4 In addition to the design and legal fees there would be a fee for additional works if recommended. The costs would depend on the works required but an amount of £1500 has been quoted.

4.5 The total amount requested for the Blythe street scheme investigation and revision is up to £6500 (£3800 - £5000 design and legal fees + £1500 for works carried out).

5. Background and information

5.1 At a South Area council workshop held on the 25th May 2018 members reviewed all the South Area Council contracts currently running in order to come to a view on commissioning intentions for 2019 /2020.

5.2 For each of the contracts the South Area Council Members considered:

- The original purpose of the contract and whether the contract delivered on that purpose
- Contract performance to date
- What has worked well and not so well
- Is there evidence of continued need?
- Discussions to date regarding competing South Area Council Priorities
- Current and future financial position

5.3 At the South Area Council meeting on the 15th June 2018 the Members recommended the following:

5.4 Environmental Tidy Team service

- That there is a continued need for a Tidy Team / environmental service from the 1st April 2019

5.5 Private Sector Housing service

- That there is a continued need for a Private Sector Housing service from the 1st April 2019

5.6 Environmental Enforcement

- That there is a continued need for the parking services element of the environmental enforcement service contract and that the South Area Council Manager explore options to fund parking services

- That the focus for parking services should be solely around the main shopping centres of Wombwell and Hoyland and should include evening and weekends

5.7 Advice services

- That there is a continued need for an advice service across all wards from the 1st July 2019

6. Commissioning updates, proposed way forward and timescales

6.1 At the South Area Council Meeting on the 31st August Members agreed the timescales, contract value amounts and commissioning panel in order to run competitive retendering processes for new services.

Environmental Tidy Team Service

6.2 This is an updated Environmental Tidy Team Timeline:

Environmental Tidy Team Service	Date	Who
Complete Equality Impact Assessment	By 30th September 18 Completed and approved	South Area Council Manager
Notify current provider and obtain TUPE information	w/c 3rd of September 18 TUPE information supplied	South Area Council Manager
Publication of tender	24 th October 18	Procurement Team
Tender Closing Date	5th November 18	
Evaluation moderation panel meeting, presentations	3 rd December 18	Evaluation panel members – Cllr Andrews, Cllr Stowe, South Area Council Manager Procurement Team
Contract Award Issued	18th December 18	Procurement Team
Pre contract meeting	Jan - March 18	South Area Council Manager Procurement Team
Contract Commencement Date	1st April 2019	

6.3 Members have agreed a contract value of £195,720. This was the amount discussed and suggested at the workshop held on the 25th May 18.

6.4 Members have agreed that the contract is for an initial one year plus a further one year subject to performance, continued evidence of need and subject to funding being available.

Private Sector Housing Officer

6.5 The Private Sector Housing Officer contract is an internal service level agreement with BMBC as a single provider of this service. At the South Area Council meeting on the 15th June it was agreed that this would be extended for a further year from 1st April 19 – 31st March 2020. This is subject to agreement with the Safer Neighbourhoods Service.

Environmental Enforcement

6.6 The South Area Council carried out a review of the Environmental Enforcement contract which includes enforcement around littering, dog fouling and parking. The contract was set up originally with a view to changing people's behaviour through education and enforcement. It has been difficult to evaluate the impact of behavioural change as a direct result of enforcement.

6.7 The South Area Council agreed at its meeting on the 15th June 2018 to increase the emphasis on anti-littering and dog fouling campaign and educational work within any future Environmental Tidy Team commission rather than an enforcement commission and focus solely on parking in terms of enforcement.

6.8 Members agreed a maximum contract value for a new Parking Enforcement contract of £20,000 for parking enforcement and up to £10,000 BMBC Safer communities.

6.9 Members agreed the length of a new parking enforcement contract for an initial one year plus a further one year subject to performance, continued evidence of need and subject to funding being available.

7.0 The Parking Enforcement commission specification will focus on Hoyland centre and Wombwell town centre. It is envisaged that if whilst carrying out parking enforcement duties an officer witnesses dog fouling or littering then the officer will have the powers to issue a fixed penalty notice (FPN). This will not however be the focus of the contract.

7.1 This is a reduced service which will focus on parking at two key locations rather than area wide as previously delivered. The new specification also doesn't include dog fouling and littering. The contract value of £20,000 reflects this. In order to attract providers to submit a tender the tender opportunity will be advertised alongside The Central and North East Area Council opportunities. The tender evaluation and interviews will be run jointly across these areas.

7.2 Parking Enforcement Timeline

Parking Enforcement	Date	Who
Notify current provider and obtain TUPE information	October 18	Procurement Team
Issue Tender	October 18	Procurement Team
Tender Closing Date	November 18	
Evaluation moderation panel meeting, presentations	27 th and 28 th November 18	Evaluation panel members: Central, North East and South Area Council Managers Procurement Team
Issue Intent to award Letters (Start of Standstill)	January / February 19	Procurement Team
Contract Award Issued	February 19	Procurement Team
Pre contract meeting	February 19	South Area Council Manager Procurement Team
Contract Commencement Date	1st April 2019	

Advice services

7.5 Following a review of performance to date of the Advice service Members have agreed to commission new advices services from the 1st July 2019.

7.6 Members agreed the maximum contract value for a new Advice services contract value of £75,000 plus £4572 for additional services currently being delivered.

7.7 Members agreed that the contract will be for an initial one year plus a further one year subject to performance, continued evidence of need and subject to funding being available.

7.8 The draft specification is currently being worked up by the South Area Council manager.

9. Future work and projects

9.1 At the South Area Council meeting on the 15th June 2018 Members supported the idea of holding a Winter Wellbeing event across the South Area. The event will build on the success of sloppy slippers and include key winter messages and support.

9.2 Members allocated a budget of up to £2000 towards this event. The budget will fund items for winter packs, room hire, promotional materials, food and transport.

9.3 The Winter Well Being event is planned for the Monday 5th November, 2pm – 5pm at Hoyland library. Satellite events are being planned throughout the week at different locations. The information is currently being pulled together.

Officer Contact: Lisa Lyon, South Area Council Manager

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