

MEETING:	Penistone Area Council
DATE:	Thursday, 1 August 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 13th June, 2019
(Pac.01.08.2019/2) (*Pages 3 - 8*)
- 3 Notes from the Penistone Ward Alliance held on 13th June, 2019
(Pac.01.08.2019/3) (*Pages 9 - 10*)

Performance

- 4 Report on the Use of Ward Alliance Funds (Pac.01.08.2019/4) (*Pages 11 - 14*)
- 5 Performance Report (Pac.01.08.2019/5) (*Pages 15 - 62*)

Items for decision

- 6 Procurement and Financial Update (Pac.01.08.2019/6) (*Pages 63 - 70*)

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, 24 July 2019

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

MINUTES

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

1 Declarations of pecuniary and non-pecuniary interests

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

2 Minutes of the Penistone Area Council meeting held on 11th April, 2019 (Pac.13.06.2019/2)

The Area Council received the minutes of the previous meeting held on 11th April, 2019.

RESOLVED that the minutes of the Penistone Area Council meeting held on the 11th April, 2019 be approved as a true and correct record.

3 Notes from the Penistone Ward Alliance held on 11th April and 23rd May, 2019 (Pac.13.06.2019/3)

The meeting received the notes from the Penistone Ward Alliance held on 11th April and 23rd May, 2019.

Members discussed the concerns expressed regarding the application for Millhouse Sports Club, and the Chair agreed to ask for an update from Cllr David Griffin.

Those present discussed the great work undertaken by Team Green Moor and their preparations for Britain in Bloom.

The Area Council Manager made Members aware of the first meeting of Age Friendly Penistone, which would be held on 14th June, 2019.

RESOLVED that the notes from the Penistone Ward Alliance held on 11th April and 23rd May, 2019 be received.

4 Report on the Use of Ward Alliance Funds (Pac.13.06.2019/4)

The Area Council Manager updated Members on the latest position in relation to the Ward Alliance Fund.

£6,015 was carried forward from the previous financial year, therefore £26,015 was available for distribution in 2019/20.

At the time of the report being published, £17,665 remained after approving five applications. Members noted that two grants had subsequently been recommended

for approval and therefore finance remaining would be reduced by approximately £2,000 once processed.

RESOLVED that the report be noted.

5 Performance Report Q4 (Pac.13.06.2019/5)

The item was introduced by the Area Council Manager, who reminded Members that the report covered the quarter January to March 2019.

Overall the position was positive, with increases being noted in the number of jobs created, number of people undertaking work experience and number of adults volunteering.

Members noted that the number of young people engaged in volunteering was low, but that this did not take account of the engagement of young people through schools.

The attention of Members was also drawn to the high numbers of residents in receipt of advice and support, and also the number of young people making a positive contribution to their local environment.

A brief update was then provided on each of the contracts held by the Area Council. The service provided by DIAL continued to performance well, with over £9,000 of additional benefits gained following 51 residents in receipt of face-to-face support.

Performance against the contract with Twiggs Grounds Maintenance continued to be positive, with all targets consistently being reached. Members heard of the work to establish an new community group in Ingbirchworth, and work with Tankersley and Pilley environmental group. Those present noted the significant input Penistone groups, supported by Twiggs Grounds Maintenance, had made to Incredible Edible.

With regards to the Social Isolation and Volunteering project, Age UK was engaging volunteers to support and look out for people in their communities, as part of a befrienders/good neighbour campaign. This could involve home visits, or afternoon outings. The project also continued to provide information and advice to service users and manage the community car scheme.

The Community Activities project looked to support more isolated communities, with a focus on improving health outcomes and engaging men. Members heard of the health group established in Pilley, which was hoped could be replicated elsewhere. A 'Men in Sheds' project was in the process of being established, with 8 volunteers and 7 participants expressing an interest.

Members heard of the group established via facebook to share knitting patterns and provide mutual support, with the aim of knitting items for premature babies. It was noted that work continued with U3A to generate more groups.

The third project delivered by Age UK involved establishing a community network, which is now called Supporting Older People in the Penistone Area (SOPPA). The forum, designed to encourage established organisations to work more closely has already met more than once and is looking at different ways to engage more widely.

Members heard how a subgroup of SOPPA was meeting to discuss at how best to take forward the Age Friendly Penistone initiative.

An update was received in relation to the Penistone FM Young Voices project, funded through the Working Together Fund. Positive links had been made with Penistone Grammar School and pupils were taking part in activities as part of curriculum enrichment. It was noted that this offered real work experience and qualifications recognised by industry.

Members received an update on the South Pennine Community Bus service which had been popular, with 50 users per day against a target of 20. It was noted that sponsorship was now being sought and discussions were scheduled to take place with South Yorkshire Passenger Transport Executive. There had been a further application to the Working Together Fund to continue the service, which had been approved. This would only provide 46% of costs as the project looked to become self-financing.

RESOLVED that the report be noted.

6 Presentation by Twiggs Grounds Maintenance (Pac.13.06.2019/6)

Wendy Twigg, John Twigg and Adam Price from Twiggs Grounds Maintenance were welcomed to the meeting.

Members noted that the contract was in the second year of operation and that information provided was intended to give an overview of performance over the contract period to date.

An overview of the service was given, which included the types of work undertaken, and the groups and organisations engaged. 260 Twiggs led social action projects had been undertaken, and the team had helped to establish 10 new community groups. The team had worked with schools on 39 occasions and with businesses on 79 occasions.

131 litter picks had been undertaken, with 340 bags of waste collected. 763 volunteers and 168 young volunteers had been engaged, with a contribution of 2,595 volunteer hours.

Members heard about a variety of interventions and assistance delivered through the contract. These included working with residents, community groups and schools on a variety of environmental projects. A variety of examples including litter picking, bench painting, and bulb planting were given.

Members also heard of the impact of the contract on Twiggs employees and apprentices, with them gaining skills and confidence as part of their employment.

A reflection on the contract so far offered an opportunity to consider what needed to be done going forward. It was suggested that groups from throughout the area could be linked more closely, sharing information, knowledge and skills. Work to establish this had already started, but much more could be done.

Members praised the work showing that, with a little support from Twiggs, residents, businesses, schools and community groups could achieve positive results.

RESOLVED that thanks be given for the presentation and hard work undertaken by Twiggs Grounds Maintenance to improve the area.

7 Procurement and Financial Update (Pac.13.06.2019/7)

Members were reminded of the previous discussion about the Supporting Isolated and Older People Fund and it was noted that contracts would conclude in early 2020. It was suggested that consideration ought to be given to the needs of the service users and what provision, if any, Members may wish to see following the conclusion of the current contracts.

With regards to the underspend from the 2018/19 financial year, Members noted that this was transferred to the Working Together Fund. Since this was last discussed, South Pennine Community Transport had been funded and £14,596 remained.

Members noted that the Clean, Green and Tidy contract, currently held by Twiggs Grounds Maintenance was due to end in November, 2019. A suggestion was made to apply for a waiver to contract procedure rules in order to extend the contract to the end of the financial year. This would allow further time for evaluating the impact of the contract, and discussing potential changes to any future procurement, should this be agreed as a priority from 2020 onwards.

The current financial position of the Ward Alliance Fund was noted, and it was suggested that this be monitored throughout the year.

It was noted that plans were in place to feature in the August edition of Penistone Living, with space being purchased to highlight the work of the Area Council and Ward Alliance twice a year in the publication.

The Area Council Manager provided an overview of the current financial position of the Area Council and it was noted that if the proposal to extend the Clean, Green and Tidy service was agreed £107,495 would remain within the current financial year.

The Area Council Manager suggested that Members may wish to convene a workshop to discuss current finance available together with the agreed priorities areas, and consider which areas may merit further investment.

RESOLVED:-

- (i) That the update on procurement activity be noted;
- (ii) The progress of contracts funded through the Supporting Isolated and Older People Fund be noted;
- (iii) That the update on the Working Together Fund be noted;
- (iv) That the update on the Twiggs Clean and Tidy contract be noted, and that the Executive Director Communities be authorised to completed all necessary paperwork in order to support a waiver to contract procedure rules to extend the contract with Twiggs Grounds Maintenance to 31st March, 2020 at a cost of £32,670;
- (v) That the current financial position for 2019/20 be noted; and

- (vi) That a workshop be arranged for Members to consider future projects under the current priorities for Penistone Area Council.

8 Consultation to inform Area Council priorities from 2020 onwards (Pac.13.06.2019/8)

The Area Council Manager reminded Members of previous discussions on the Area Council priorities which had suggested that further consultation be undertaken to inform priorities from 2020 onwards.

A suggestion was made to undertake consultation over a three month period, utilising summer events to engage the community. It was proposed that this would commence in June, with the ability to complete the consultation online, but with paper copies available for those who did not have internet access.

It was noted that the consultation would be promoted through press releases and on social media, and it was hoped that it would also be distributed through other community networks.

Members discussed the proposal, making minor amendments to the categories and simplifying the form to be completed. It was agreed that the outcome of the exercise be considered by the Area Council in October, and that this, alongside other forms of information and intelligence, be used to inform priorities from March 2020 onwards.

RESOLVED that, subject to the amendments discussed, the proposed consultation methodology be approved.

Chair

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

1. Present: Cllr Robert Barnard, Cllr John Wilson, Cllr David Greenhough, Cllr Hannah Kitching, Graham Saunders, Richard Leech, Adrian James, Ann Rusby, Pauline Ogden, Joe Unsworth, Cllr David Griffin

In Attendance: Stephen Miller

Apologies: Bob Blythe, Ann Walker, Jonathan Cutts, Allen Pestell, Cllr Paul Hand-Davis

2. Declarations of Pecuniary and Non-pecuniary Interest

Pauline Ogden declared a non-pecuniary interest in the Ingbirchworth Community Fun Day. Joe Unsworth and Ann Rusby declared non-pecuniary interests in the Penistone Grammar School Memorial Bench.

Richard Leech declared a non-pecuniary interest in the Silkstone Waggonway Restoration.

3. Notes of the Meeting Held on 9th May 2019

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

4. To Consider any Matters Arising from the Notes

An update was provided on the progress of the Age Friendly Penistone project. It was noted that there was an Age Friendly Barnsley event taking place on 22nd July 2019 at the Civic.

5. Ward Alliance Finances

Cllr Barnard confirmed the Penistone Ward Alliance fund has an allocation of £15,633.83 remaining for the current financial year.

6. Penistone Area Council Update

The Penistone Area Council is undertaking a review of its priorities. To support this a community consultation has been produced to be shared online and in paper form. Ward Alliance members were asked to share this in any way they can.

7. Penistone Ward Alliance Plan and Project Updates

It was suggested a regular post was created for Community Action Penistone (a popular local Facebook community group) to let people know what the Ward Alliance was working on and projects which had been funded.

8. Applications for Financial Assistance

a) Penistone Grammar School Memorial Bench

Excellent project which has secured substantial match funding and in-kind support. An allocation of £263.95 was recommended by members.

b) Hoylandswaine Church Clock

Concerns were raised about whether the project supported the aims of the Ward Alliance, volunteering and community action. Whilst it was also noted that the church is a fantastic heritage asset for the area and is increasingly being used as a community hub. A consensus could not be reached but following a vote an allocation of £3,750 was recommended by members.

c) Oxspring Play Equipment

One of the best used parks in the area with excellent facilities for families. An allocation of £1,473.43 was recommended by members.

d) Ingbirchworth Community Fun Day

The group were highly commended for bringing this project to the Ward Alliance and securing support from Gunthwaite and Ingbirchworth Parish Council. An allocation of £300 was recommended by members.

e) Silkstone Waggonway Renovation

An allocation of £400 was recommended by members.

f) Thurgoland Village Hall Access Improvements

An allocation of £1,000 was recommended by members.

9. Any other business

A discussion was had about the potential for a programme of rural first aid training, specifically targeting the farming community.

The next PACT meeting will take place on Wednesday 24th July, 12:30pm, at St John's Community Centre, Penistone.

10. Date and time of next meeting

Members agreed that the next meeting would be held on the 12th September 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			£13,007.50	
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
Barnsley International Youth Choir Weekend Celebration	£1531.17	£9,727	£11,747.90	£16,133.83
PCC St Mary St Paul - Barnsley Pals Colours Project	£500	£10,132	£11,747.90	£15,633.83
RAF Memorial bench - Penistone Grammer School	£263.95	£122	£11,747.90	£15,369.88
Church Clock Essential Repairs	£3750	£500	£11,747.90	£11,619.88

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining £26,015
Ingbirchworth Community Fun Day	£300	£432	£11,747.90	£11,319.88
Oxspring Titivators	£1473.63	£2702	£11,747.90	£9,846.25
Renovation of Historic Silkstone Waggonway	£400	£405	£11,747.90	£9,446.25
Thurgoland Village Welfare - Disabled Toilet	£1000	£1,298	£11,747.90	£8,446.25

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Penistone Area Council

Penistone East, Penistone West

Working Together for the Penistone Community



Performance Report

Quarter 1

April - June 2019

PENISTONE AREA COUNCIL - PRIORITIES

AND LINKS TO CORPORATE OUTCOMES 2017-

2020

THE LOCAL ECONOMY

Including Tourism

HEALTH & WELL BEING

ENVIRONMENT

HELPING PEOPLE

to connect better

SUPPORT

for young people



Contributing to the following Corporate Priorities and Outcomes:

THRIVING & VIBRANT ECONOMY

Outcomes:

- 1: Create more and better jobs and good business growth
- 2: Increase skills to get more people working
- 3: Strengthen our visitor economy

PEOPLE ACHIEVING THEIR POTENTIAL

Outcomes:

- 7: Reducing demand through improving access to early help
- 8: Children and adults are safe from harm
- 9: People are healthier, happier independent and active

STRONG & RESILIENT COMMUNITIES








Outcomes:

- 10: People volunteering and contributing towards stronger communities
- 11: Protecting the borough for future generations



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.

Table 1:

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

HEALTH & WELL BEING	Penistone Working Together Fund	Round 1: Penistone Scouts £8050 Penistone Round Table £11,660 TPT Volunteers £6630 Penistone FM £15,627	£8050 £11,660 £6630 £15,627	Completed Dec 17 Dec 17 Completed	
ENVIRONMENT		Round 2: Bumping spaces £19,836 Sporting Penistone £16,230 Penistone youth project £8730	£19,836 £16,230 £8730	01/04/2017-18 01/04/2017-18 January 17-18	
HELPING PEOPLE <small>To connect better</small>		Round 3: Penistone Community Radio Project £19,840 Cycle Penistone CIC £5990 South Pennine Community Transport CIC £5000 £6538	£19,840 £5990 £5000 £6538	September 17-18 Completed March 2018 Pilot project Dec 2017 Pilot extension to March 2018	
THE LOCAL ECONOMY <small>Including Tourism</small>		Round 4: South Pennine Community Transport CIC £20,000 Penistone FM Young Voices for Penistone £7644	£20,000 £7644	Operational costs April 2018–end March 2019 September 2018 –August 2019	
SUPPORT <small>FOR YOUNG PEOPLE</small>		TPT volunteers Station project extension £2890 Citizen's Advice Bureau Pilot £2115	£2890 £2115	September – December 2018 April – September 2019	
		Round 5: South Pennine Community Transport CIC £14,000 DIAL contract (see above)	£14,000	Support to operational costs April – March 2020	
HEALTH & WELL BEING		Tackling isolation and loneliness	Age UK	£70,000	1 st January – 31 st December 17
		Contract extension		£70,000 (£17,500 17/18 budget, £52,000)	12 month extension to Jan 2019

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

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.

PART A - OVERVIEW OF PERFORMANCE – FROM 1ST APRIL 2014 – 31ST MARCH 2019

The following tables reflect the overview of performance of **all** Penistone Area Council contracted services and projects (as outlined in Table 1 above) from 1st April 2014 to 31st March 2019.

ENVIRONMENT

Outcome Indicators	Achieved this Quarter	Achieved to date
No of clean & tidy activities which involve businesses	9	103
No. of young people making a positive contribution to the design/maintenance of their local environment	60	564
No of people who feel they have the opportunity to influence the design and maintenance of their local environment	4	186

THE LOCAL ECONOMY

Including Tourism

Outcome Indicators	Achieved this Quarter	Achieved to date
No. of FTE jobs created and recruited to	1	19.5
Local spend (average across all contracts)	97	96.4
Volunteer hours contributed (£ value)	£18,008.83	£221,833.69
No. of volunteer opportunities created	102	949
No. people achieving a qualification / accreditation	0	148
No. of people receiving training	71	887

HELPING PEOPLE

To connect better

Outcome Indicators	Achieved this Quarter	Achieved to date
No. of community groups supported	49	373
No. of new community groups supported	2	47
Community car scheme journeys	65	566

HEALTH & WELL BEING



Outcome Indicators	Achieved this Quarter	Achieved to date
No. of adult volunteers engaged	222	1989
No. of new volunteers	59	690
No. of residents and young people receiving advice and support	88	661
No. of residents referred to health advice	0	13

SUPPORT

FOR YOUNG PEOPLE

Outcome Indicators	Achieved this Quarter	Achieved to date
No. of apprentice and placement created and recruited to	0	2
Number of people taking up work experience placements	1	24
No. of young people engaged in volunteering	15	556
No. of activities which involve young people under the age of 18	25	197

PART B - SUMMARY PERFORMANCE MANAGEMENT REPORT FOR EACH SERVICE

		
    	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	

At its Penistone Area Council meeting on the 5th October 17 a decision was taken to award Twigg's 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 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 three of the new year 2 contract.

Summary of progress to date.

Achieved Key Milestones

2017/2018 Milestones	Targets
Staff Recruited	December 2017
Attend parish council meetings	March 2018

Attend Area Council briefing meeting	7/12/2017 10am - 12
6 month review report	May 2018
Presentation to Area Council	June 7 th 2018
12 month review report	November 2018
18 month review report	June 2019

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	2018/19 Year Target	2018/19 Year Actual
No. of Twiggs led social action projects delivered	5	39	10	38	15	37	10		40 (48)	
Existing Groups/ Parish/ Town Councils supported	10	13	10	29	10	30	10		40	
New Community Groups supported	2	0	2	1	3	1	3		10	
Activities working with local schools	1	9	6	6	5	5	4		16	
Activities working with businesses	4	14	8	12	4	9	4		20	
Residents / groups taking responsibility for green areas/ shrub beds/ planters	1	7	5	5	3	4	3		(12)	
Number of individual Litter Picks completed	10	18	10	5	10	9	10		40 (144)	
Added value projects delivered (no targets set)	0	8	0	14	0	8	0		0	

New Community Groups supported:

Crafty Kids

Friday 10th May 2019 – We visited and set a date to decorate benches with drawings of flowers and possibly involve parents. To be extended with a general tidy up. We also introduced the activities to Pot House Hamlet who have said they will donate some refreshments. Horsefields have also said they may donate something to plant.

Friday 7th June 2019 – Called in, in response of an email to discuss activities later on in the month.

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

Tankersley Welfare Centre, TPEG

A rose bed that is no longer maintained has been adopted by volunteers. The volunteers needed extra confidence on how to maintain the bed properly. We taught the volunteers how to prune roses, how to reintroduce green waste and how to maintain roses later on in the year (seasonal changes). The group will re visit the bed as and when, now they know how to maintain the bed and roses properly we can leave it in their hands.

Tankersley/ Oxspring

Following on from our promotions of the bench improvements around Penistone, a resident took it upon themselves to start working on a bench area. We supported them utilizing the paint and materials available to finish of the job.

Hoylandswaine Village Residents

Volunteers cleared the litter and scraped the footpaths. Quite a lot of green waste was produced. The residents banded together and agreed to allow the use of home owners green bins to dispose of the waste. This shows an understanding by the community for the need of a sustainable approach to these maintenance activities.

Oxpring Parish Council - On the 8th May 2019 we met with a member of Oxspring Parish Council to discuss the memorial bench maintenance and involvement with the allotment. The Parish Council have taken on maintenance of their memorial benches.

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	2018/19 Year Target	2018/19 Year Actual
No. of new adult volunteers involved in Twiggs led social action projects	10	19	20	23	30	42	20		80 (based on 2 new vol at each project)	
No. of new young people volunteering		90 Including school pupils	5	1	10	11 (includes 10 tankersley primary students after school hours)	5		20	
Total Number of Adult Volunteers involved in Twiggs Led volunteering opportunities		93		120		181			150	
Total Number of Young Volunteers involved in Twiggs Led volunteering opportunities		7		1		11			40	
No. of events assisted which supports the visitor economy		0		1 Penistone Arts Week	3	3 Armed Forces Day, Britain in bloom Penistone Gala	3		6	
Volunteers Recruited and Trained	5	69 (includes school children using tools and	5	86 (includes 78 school children using tools and	15	62 (includes 47 school children using tools and	15		40	

		equipment)		equipment)		equipment)				
Volunteer Hours supported		446.5		473.5		729			(1920)	
Number of Secondary Schools worked with	0	0	0	0	0	0	1		1	
Number of Primary Schools worked with	1	3	2	7	2	5	1		6	
Number of School pupils involved in environmental projects		86		78		49				
Number of local businesses worked with		7		11		16			(60)	
*No. of black large sacks of rubbish collected(no targets set)		55		156		74				

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	2018/19 Year Target	2018/19 Year Actual
No. of FT jobs created and recruited to	0	0	0	0	0	0			0	
No. of new apprentices employed	0	0	0	0	0	0			0	
No. of work experience placements	0	1	0	0	0	1*				
% spend in Barnsley	95%	95% +	95%	95%+	95%	95%+	95%		95%	

*Work Experience 20/06/2019 – Lewie – Contacted Twiggs independently, looking to gain some hands on work experience and improve fitness before joining the Marines in September 2019. Has completed one week to date and worked well with the team.

Hot Spot Areas targeted this Quarter

Monday - AM - Market barn litter pick as and when support is required from The Marketeers. This is now little and far between as they have become more noticeably independent this quarter.

PM - McDonalds Tankersley (monthly)

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

Friday - Team Green Moor, supporting with activities to further develop their skills and abilities

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. **St Johns Primary School**

Wednesday 3rd April 2019 – Spoken with staff from the school regarding children being involved in Armed Forces Day tidy up on 28th June 2019. They will send us confirmation once they have spoken to parents.

Wednesday 1st May 2019 – Further meeting to set up Armed Forces Day tidy up session, a full class and 2 teachers will be attending

Activity – Friday 28th June – In preparation for Armed Forces Day we teamed up with the school and the Spar in Penistone to carry out a cleanup. We worked with 14 children and 2 teachers from the school to tackle the local skate park. We cleared the litter, swept up the grass and scraped away the moss from the edges of the park. Once we had finished, the children enjoyed a well-deserved 10-minute play on the skate park. We then met back at the Spar, where each participant received a meal deal put together by the store. It was a great afternoon, with lots of local people noticing our work in the community.

2. **Millhouse Green Primary School**

Activity - Wednesday 3rd April 2019 – Working with 8 children teaching them how to build wildlife habitats with deadwood in the school woodland. They children will be continuing activities without our support, teaching other school children how to create smaller versions of wildlife habitats.

3. Silkstone Primary School

Activity - Friday 5th April 2019 – Carrying out our regular activities with the children, they were very excited to be working with our team again. We began our activities by weeding the hedge bottom at Silkstone playground, including the pavement. We delivered a good and thorough health and safety talk to the children ensuring they don't catch each other when using small tools. We had some photographs taken which we have been instructed we cannot use on our social media.

Monday 20th May 2019 – Arranged Bench Painting Event with the school for 1pm on 21st June 2019.

4. Hoylandswaine Primary School

Activity – Tuesday 9th April 2019 – Working with 8 school children in the local community. They scraped away moss and weeds from the block paving. We had our photograph taken wearing British hats and waving British flags to support the Great British Spring Clean.

5. Tankersley Primary School

Wednesday 8th May 2019 – Setting up after school hours volunteering and planting educational sessions in the school grounds. We have advised the school to buy some edible plants. Our next activity with the school is on 14th June 2019.

Activity – Friday 14th June 2019 – Working with 10 school children from the gardening club teaching them techniques with tools. This was to upskill gardening methods, become more health and safety aware and work as a team. The children learnt about utilizing green waste to make a habitat for wildlife. Next time we visit the school; the gardening techniques will be used in the community to tackle an area of blight.

Wednesday 26th June 2019 – Our team were approached by the school to see if we could help judge their gardening competition. We picked a winner based on imagination and utilization of materials. We wrote some notes down for each class to point out what they had done well. This is our second year of judging with the school. It is great to see the enthusiasm the children have for gardening, and we are proud to be able to encourage them to continue building on their skills.



6. Silkstone Common Primary School

Wednesday 8th May 2019 – Updating the head teacher on our progress with Penistone Line, regarding the Railway Adoption project. The head teacher also passed on some positive feedback he had heard about TWIGGS from Silkstone Care Group.

Business Supported/ Developments

1. SPAR Penistone

Tuesday 2nd April 2019 – Our team visited to speak about the community funding we are supporting them with

Activity - Wednesday 10th April 2019 – Supporting a SPAR Led Litter Pick providing tools and equipment. We worked with members of staff from the SPAR to clear litter around the store. We also strimmed the patch of grass which was hiding some litter. Once this was strimmed down, we cleared the hidden litter. We collected 5 sacks of litter which were responsibly disposed of by SPAR

Wednesday 1st May 2019 – We spoke with the manager and provided dates for bench painting activities throughout volunteer month (June 2019), they then chose which ones they wanted to take part in.



Monday 20th May 2019 – We visited the SPAR office to outline activities they were carrying out with ourselves including dates and other groups involved.

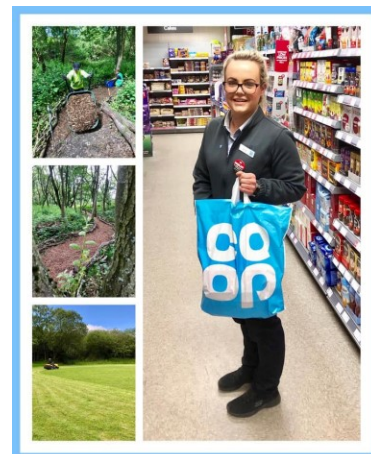
Friday 21st June 2019 – We visited the manager to provide final arrangements for Armed Forces Day activities and find out how times need delegating to work well with staff shifts.

2. Co Op Penistone

Wednesday 3rd April 2019 – Meeting with the store

Wednesday 24th April 2019 – Meeting with Coop Community Champions. They wanted our advice about our community projects and how they can become more involved. Our staff educated and widened their view they on local community and sustainability.

Wednesday 24th April 2019 – We picked up a donation of Easter refreshments for our volunteers



Tuesday 28th May 2019 – We arranged with the Co Op to provide refreshments for Team Green Moor as they are low on supplies from catering for new volunteers and ESV days. We also gave them volunteer month dates in hopes of them offering some time to come and volunteer.

3. McDonalds, Tankersley

Wednesday 10th April 2019 – Discussions with McDonalds manager to set up a local litter pick.

Monday 15th April 2019 – Confirmed a litter pick of the business park with McDonalds staff for the 13th May 2019.

Activity – Monday 13th May 2019 – Church Lane, Tankersley. Working with McDonalds and Tankersley Pilley Environmental Group to clear waste related to their business. Once we had filled a bag, we would leave it at a drop off point so then at the end of our event we could work together to unload them all into McDonalds bins. McDonalds new manager is very keen to continue monthly litter picks with our team. In total, we collected 41 large sacks of waste from the area.

Wednesday 19th June 2019 – Arranging a meeting regarding what projects McDonalds could donate funds for our clean up sessions (15th July 2019)

4. Digi Print, Penistone

Wednesday 22nd May 2019 – We approached them with regards to helping with our Incredible Edible information board – confirmed they will donate a high quality Penistone map image.

Activity - Wednesday 29th May 2019 – We helped the staff select the right areas we need for our map, in preparation for the Incredible Edible board. It was printed out to scale.

Thursday 27th June 2019 – Collected notice board for the Edible board from the Penistone Area Team office. We discussed how the design will fit into it.

5. Funeral Care, Penistone

Tuesday 11th June 2019 – Met with the manager to discuss how our team works with the community. We scrolled through our Penistone Area Facebook page showing them some before and after work and other community projects.

We discussed how working in the community can bring together local businesses in many different ways. We discussed memorial benches and gardens where staff could possibly volunteer in their spare time. We also discussed the local events where they can donate poppy seeds for memorial related events. We set a date to work together on 5th July 2019.

Thursday 13th June 2019 – Attended Community Fund Raising Event – We chatted with locals and find out more about the business, and also meeting other members off staff.

Thursday 27th June 2019 – We worked together to construct an email and send over photographs of the project they are funding, describing the process of the event.

6. Cycle Penistone

Whilst we are out carrying out our community projects, we often come across abandoned/ broken bicycles. Places such as Penistone Cycle always appreciate them being donated to recycle/ use for parts. We feel that this is such a great use rather than being sent to landfill.



7. Bridge End Fisheries

Providing refreshments for any local events to their business.

8. Yorkshire Building Society

Thursday 27th June 2019 – Meeting with the manager to explain the positive effects that businesses working with our team is having on the community. We explained the different ways they can contribute to our community services. They have said once given as much notice as possible then they will come and support our TWIGGS led projects.

9. Hacketts

Thursday 27th June 2019 – Visited to showcase and explain our projects, as well as potential community developments that would look good for them as a Florist to be horticulturally involved with. We had a very good response and will be keeping in touch to build our working relationship.

10. The Lord Nelson Pub

Monday 1st April 2019 – Hoylandswaine. Working with a combination of Stainborough Rotary Club, local residents and Team Green Moor we carried out our event 'The Lord Nelson Hoylandswaine Great British Spring Clean Up'.

11. Myers Building Supplies

12. Penistone FM

Regular promotions of our upcoming activities

13. The Rose & Crown

14. JMB Tree Services

Providing wood chippings for community groups

15. Café Crème

Supporting the Marketeers, and recruitment of new volunteers

16. The Loft Café

Supporting the Marketeers, and recruitment of new volunteers

Selection of some of the Groups Supported this quarter

1. Team Green Moor

Supported 19 times this quarter. Providing training, support, assistance and guidance when required. The group benefit from our knowledge and contacts we have throughout Penistone, bringing them together with other support networks to work towards a common goal



2. The Marketeers

Supported on the following dates this quarter: 13th May 2019, 20th May 2019, 28th June 2019, 29th June 2019. Every other week the group have independently delivered their clean up sessions.

3. Stainborough Rotary Club

Working with a combination of Stainborough Rotary Club, local residents and Team Green Moor we carried out our event 'The Lord Nelson Hoylandswaine Great British Spring Clean Up'.

Hoylandswaine village tidy / spring clean. Thanks to the Lord Nelson, Twiggs, residents and members of Stainborough Rotary, to facilitate the village tidy. The attached pictures paint the picture, the blue skies, sun and lunch provided by Lord Nelson added to the community event. — with Hilary Smith.



4. Tankersley Pilley Environmental Group

Monday 13th May 2019 – Church Lane, Tankersley. Working with McDonalds and TPEG



5. Hoylandswaine Community Group

6. Cawthorne Parish Council

Activity – Saturday 8th June 2019 – Supporting Cawthorne Parish Council we worked with 12 volunteers around the village clearing lots of litter. We provided the group with the correct equipment.

7. Stainborough Parish Council

8. Oxspring Parish Council

9. Age UK

10. Springvale Community Garden/ Playground

Tuesday 2nd April 2019 – ‘Great British Spring Clean Event’ Working with 3 members from the group, we loaded our van with 150 trees and transported them to the Wildlife Haven. We were then joined by BMBC volunteers, whilst they planted some of the trees our team trimmed the pathway hedges in preparation for our activities once the trees had all been planted. For our second lot of activities 5 volunteers stayed with us whilst the others went to the car park garden to spread chippings. The volunteers scraped the pathways to reveal the original path where we had strimmed vegetation. This was filmed by Barnsley Comms Department for a positive press release.



Other Reportable Progress this Quarter

Continued support to Incredible Edible Penistone

A628 Windermere Road

Donations (Rainbow Char and Marigolds) provided by Springvale Community Garden and Refreshments provided by the Coop

Activities Included: Weeding and planting on the edible bed. This was our first activity with DEA student volunteer and her father, including volunteer from Water Meadows Park. We made a good start to the volunteering with our young volunteer working towards her Duke of Edinburgh Award. She also thinks her peers would really enjoy working with our team.



Penistone Armed Forces Day

Armed Forces Day (Saturday 29th June 2019)

Activity – Saturday 29th June 2019 – We acted as a community presence on the day. We were there to speak with anyone who is interested in volunteering and how we can help. We met one gentleman who signed up to work with us in the future so we will be contacting him with various dates and locations which are suitable for him to attend. As well as this, we worked with local councilors and 1 regular volunteer from The Marketers to carry out a litter pick before the start of the activities.



Water Meadows Park

Water Meadows Park

Activities Included: Working with our sustained volunteer, we reinstated the grass edges and repaired some damage to the new fruit trees. Doug has said that working with our team has really been a confidence boost. He now often speaks to the local public trying to recruit further volunteers to be involved in our projects together. Following our event with The Lord Nelson, this sustained volunteer has shown more interest in setting up a group for Water Meadows Park.

Martin Croft Silkstone residents

Martin Croft, Silkstone

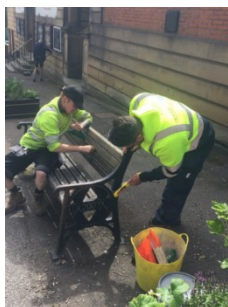
Activities Included: Working with local residents from the area and other sustained volunteers we cut a patch of grass which hadn't been maintained for a long time. Volunteers reinstated the edges of both the grassed areas and pathways. They also raked away any debris and cut back over hanging branches in preparation for future grass cutting. We spent some time training the volunteers on how to handle green waste and showing them different grass cutting techniques.



Programme of bench renovations in various locations

Bench located outside Penistone Paramount

Activities Included: Working with 5 volunteers from the Spar, 1 from The Marketeer's Group and 1 from Penistone Funeral Care to restore the bench area outside the Penistone Paramount. We sanded down the benches to get rid of the old paint, and then we repainted them. As well as this, we cleared any mess from the area, including litter, weeds and moss. 9 bags of waste were collected and removed in total.



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

	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	

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 the report for the second quarter of the project (for quarter one monitoring stats) and demonstrates satisfactory progress against all three lots.

Penistone Social Inclusion Project update report 1st April 2019 to 30th June 2019

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 1st April to 30th June 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 Sharon Haggerty

who has replaced Ellen Hall (from May 2019) 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

We continue to promote the service through circulation of the project leaflet, social media, events and word of mouth. We are looking at ways to make social media posts less about information and more about a celebration of what we do whilst continuing to promote future events well in advance.

We also share information through the new SOPPA (Supporting Older People in the Penistone Area) group and its dedicated Facebook page in addition to personal contact with groups and partner organisations in the Penistone area. These include lunch clubs, social groups, social prescribing service, Making Space, GP practices, sheltered housing providers, Barnsley U3A, local churches and businesses.

We have a regular page in the St. John’s Church newsletter and we will start to contribute to St. Leonard’s Church newsletter, The Vine, from the August issue.

Summary of involvement across the grants

	Quarter 4			Quarter 1			Quarter 2			Quarter 3		
	Existing	New	Total	Existing	New	Total	Existing	New	Total	Existing	New	Total
Volunteer Hours				204	70	274						
Total no of volunteers in all roles across all 3 Lots	23	9	32	28	6	34						
Total No of interventions with service users			439			416						
Total no of older people engaged across all 3 Lots			154			102						

23 volunteers from the previous contract continued into this new funding period.

There were 9 new volunteers in Q4 and 6 in Q1.

4 volunteers have left the project.

LOT 1: Social Action and Volunteering

Under this grant we have provided 25 hours of staff time per week to support individuals and 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 10 new referrals in this quarter and these include referrals from Social Services, family and self-referrals. 5 of these were signposted to other services or were provided with information.

We have 17 Good Neighbour volunteers working with service users who need support and we have linked older people into new groups including knitting, groups, coffee mornings and other social groups such as the Wortley Afternoon Social.

Volunteers have provided 101 hours of befriending activities to socially isolated older people in this community within the quarter.

We have recruited 3 new befriending (Good Neighbour) volunteers who were recruited after advertising on the Community Action Penistone Facebook page. We continue good communications with Social Services to discuss referrals and how we can support people who do not qualify to receive support from them and they continue to send new referrals to us.

We find that Social Services and the Social Prescribing Service sometimes re-refer service users to us who have previously received a service from us and where we have closed the case as there is no more we can do. In these cases we discuss the best course of action for these individuals and liaise with their families (if available) and other appropriate services to support them.

Afternoon Outings

We have had 5 Afternoon Outings Club events enabling older people to socially interact with others and in new locations. These outings have taken place at Generations Café Bar (twice), Cubley Hall, Fairtrade Coffee Afternoon at St. Andrews Church and Pot House Hamlet. 3 car scheme drivers have supported these events by providing transport to the venues.

Quotes from service users include:

“When my carers leave in the morning, I am left staring at the four walls and feel so lonely but my volunteer makes all the difference by breaking up my day”. “I felt really low and depressed today until my volunteer turned up and really lifted me and I felt so much better and able to get through the rest of the day”.

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 with information and access to benefits that they need.

The total estimated gains of benefits for the period is £29,816.

20 service users have been seen of which 4 male and 15 female and 1 anonymous.

The majority of

service users were

over 70 –89 years of

age and 3 were over

90 yrs old. Type of

advice given -

benefits 11, social

care 4, travel 2, other

2.

12 advice sessions were delivered at the home of the service user.

Car Scheme

Car Drivers by Locality

Locality	No of existing Drivers	No of new drivers this quarter
Millhouse Green	2	0
Penistone	2	0
Cawthorne	1	0
TOTAL	5	

In this quarter there have been 65 journeys actually undertaken in this quarter and another two were booked and cancelled by the service user.

Locality of individuals referred to the service for 1:1 support	
Penistone	16
Silkstone	3
Silkstone Common	2
Hoylandswaine	1
Oxspring	1

Millhouse Green	1
Thurlstone	1
Thurgoland	1
TOTAL	26

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 NOT DONE YET
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

Lot 1 Outcomes and Indicators

Activity/Interventi	Quart er		Quart er		Quart er		Quart er		Total Target
	Target	Actual	Targe	Actua	Targe	Actua	Targe	Actua	
Wellbeing Measure (WEMWBS)		*		5.2					Average Increase
Loneliness Measure		*		-1.8					Average Decrease
Number of service users 1:1	10	26 *	10	10 *	15		15		50
Number of I&A service users	10	28	10	20	10		10		40
Community Car Journeys	50	92	70	65	85		85		290
Afternoon Outings	3	3	5	5	6		6		20
Number of Volunteers Befriending/ Car Driver	18	19	4	3	5		5		32
Safe Home		0**		0**					Recorded

*Includes signposting

**It has not been necessary to make any safe home referrals as there have been no circumstances that have required it. During 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

Wortley

The Wortley Afternoon Social has now been established as a weekly group since 5th June and there is an average of 6 attendees who live in Wortley, Thurgoland and Howbrook.

The first few weeks have been run as a general social get together to allow time for the group to become established. Most of the attendees already know each other as they have lived in the locality for many years and in some cases for all their lives. However, the village of Wortley has no community building other than the church and this new group has enabled people to meet on a regular basis and existing relationships with friends and neighbours are being rekindled. Efforts are being made to promote the group to a wider audience by using The Vine (church newsletter), word of mouth, adverts in the Post Office, Wortley Arms and the Countess Tea Rooms. Volunteers delivered flyers to all the homes in the village that were known to be occupied by older people.

A presentation has been given on the history and refurbishment plan for St. Leonard's church and future meetings include a healthy eating demonstration, a presentation on the Social Inclusion Project, a Strawberry Tea, chair-based exercise and invited speakers.

Crow Edge

Discussions have taken place with the facilitator of the Over 60's Group at Crow Edge regarding the future of the group as it is no longer meeting at present. Both she and her fellow volunteer asked if we could set up some new activities through this project with the aim of attracting new people. She knows that there are older people in the community who do not join in with social activities, partly due to the challenge of getting to the community centre which lies on a busy main road with no footpath for part of the way by also she thinks due to not being interested in becoming involved. The SIW proposed a programme of activities and ways of promoting them combined with the provision of community transport if required.

The two volunteers have asked for the proposal to be postponed as one has commitments to caring for an aged parent and the other is not willing to run it on her own. They have asked at the Community Association meeting for a willing volunteer or two but no one has offered.

We are currently looking at hiring 'Hattie the Chatty bus' from Stagecoach, a converted bus which provides a mobile community activity base to enable us to put on a community activity day in the neighbourhood. We will also use the opportunity to consult with the residents on older people's issues.

Tankersley / Pilley

The Healthy Life group continues to meet weekly and the attendance numbers have settled to a regular 13 people with another 2 (who are on the committee of the Tankersley Welfare Hall) attending occasional social outings.

There are 2 sessions of chair-based exercise within each meeting along with a demonstration such as healthy cooking. More recently we have had speakers including a holistic therapist who also carried out a Indian Head Massage demonstration on a member and there has been a talk by Adam from Twiggs Garden Services with the aim of encouraging people to join in with community gardening and clean up activities. A member of the Barnsley Social Worker Team has visited to see what the group can offer with the aim of referring older people to the project.

Future sessions will include an intergenerational creative art activity and Tai Chi (when we have sourced a teacher).

Cawthorne and Silkstone

We are using the Healthy Life group at Pilley to trial the intergenerational creative art session in partnership with an organisation called Creation Station. If it proves to be successful we aim to put on similar sessions at Cawthorne and Silkstone.

Summary of activities

Activity	Frequency	Locality
Tea & Chat, Weavers Court	Monthly	Penistone
Healthy Life Group	Weekly	Pilley (Tankersley Welfare Hall)
Penistone Pen Pals	Occasional	Penistone Grammar
Intergenerational coffee morning	Occasional	Penistone
Wortley Afternoon Social	Weekly	Wortley
Chair-based Exercise Session	One-off	Penistone Leisure Centre
Chair-based exercise session	One-off	Weavers Court

Men in Sheds

It has taken some time to identify and confirm a location for setting up this project but we are now in a position to set up a shed in a space at the back of St. Andrew's Church, Penistone and we have received written confirmation to proceed. The men met on Friday 5th July for a planning meeting and the shed details have been agreed and will be ordered in the next week. There are several skilled men involved in the project who will be able to erect the shed and

Twiggs Garden Services will be invited to assist.

The community room in the church will be part of the project enabling the men to move between the shed and this space depending on what they are working on and the kitchen and toilet facilities will be included. A full risk assessment will be carried out and all members of the project will be inducted in Health & Safety procedures – the project manager of our Men in Sheds in Barnsley will assist with this.

A list of tools and equipment will be agreed and a local business will be approached to ask for a contribution of surplus materials.

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 – Healthy Life Group in Tankersley, Tea & Chat at Weavers Court, PenActive, Eat & Meet at Pendon House, Making Space Carers Group. We have set up the Wortley Afternoon Social as a new group in this quarter and it is run by 3 volunteers from St. Leonard’s Church.

Barnsley U3A

All existing groups continue to meet and at the end of this quarter there are 11 active groups including the Art group that was taken on from the WEA in the last quarter. There are a total of 109 participants across all 11 groups.

The individual groups are: Crown green bowling ; Crafty Chat ; Paramount Group ; Bread making ; Patchwork Projects ; Walking group ; West Africa (study group); How our ancestors lived 1920 to 1970 (study group); Vintage Social ; Board games; Art Group

Planned activities

- ✓ Intergenerational project – Penpals project with Penistone Grammar School and Thurgoland Primary School
- ✓ Intergenerational Coffee mornings
- ✓ Hattie the Chatty Bus Community Day – to include residents of Crow Edge, Langsett, Dunford Bridge, Carlecotes areas.
- ✓ Volunteer Recruitment Evening – White Heart, Penistone – 5th or 9th September
- ✓ Christmas Party – December
- ✓ Age Friendly Action Plan roll out

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 confirmed.
First Quarterly Report (Q4) completed.	April 2019 ACHIEVED
Men In Sheds launched.	May 2019 (revised to JULY)
Stakeholder event looking at what the project is doing well and ways to improve.	May 2019 NOT ACHIEVED
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 Rev	October 2019

Winter Warmth and Wellbeing Event	October 2019
4 th Quarterly Report (Q3).	January 2020

LOT 2	Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total Target
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
New Activities/Groups	1	2	2	4	3		2		8
Health Focused Events)	1	3	1	1	1		1		4
Number of volunteers involved in groups/activities	4	13	2	5	2		4		12
Men In Sheds Members (Cumulative)	0	15	6	1	7		12		25
Increased Number of people involved in new community activities	20	59	30	16	45		55		150
Number of Intergenerational Activities (moved from Lot 1)			1	2	1		1		3

Lot 3- Creating and Managing Responsive Networks

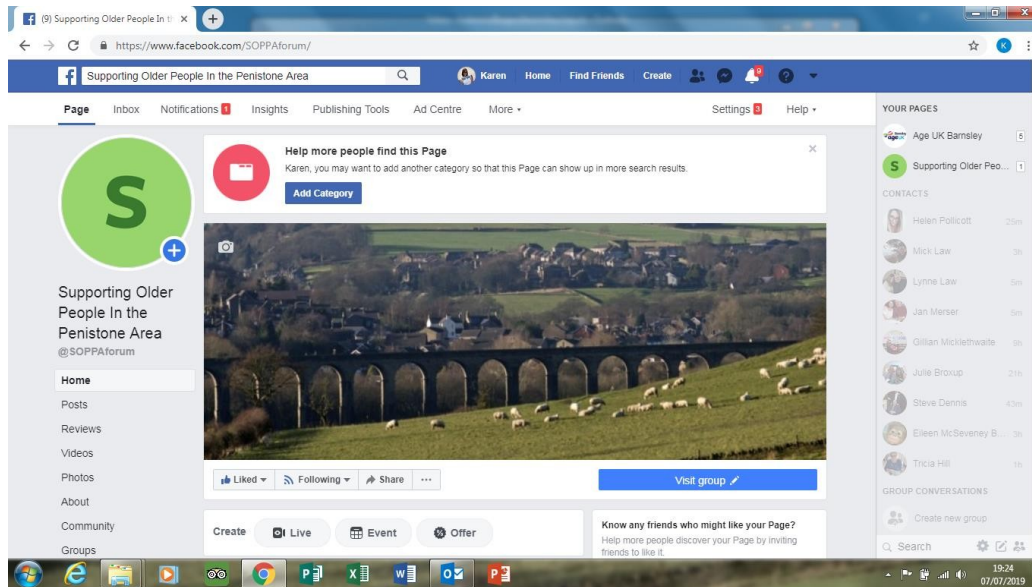
Community Forum

This new community forum has been established since February and has met 3 times in February, April and June at various venues with an average of 7 attendees per meeting. The purpose of the group is to create a network of service providers from the community, voluntary, charitable and public sectors that provide support services to older people. 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.

Because this group is aimed at specific partners being involved we have set up a dedicated closed Facebook page with the facility to invite members to take part – Supporting Older People in the Penistone Area. This will enable participation outside of actual meetings so that progress can be made on information sharing and joint initiatives. There is also a dedicated email address: soppa@gmail.com

A stakeholder event is being planned and will be co-ordinated by this group to look at what the Social Inclusion Project is doing well and ways to improve. This was originally planned to take place in May but we have had to allow time to establish this group and we are now in a position to set a date and start planning the event at the next SOPPA meeting due on 1st August.

SOPPA Facebook group



Age Friendly Penistone

A sub group of the SOPPA forum has been set up to oversee the Age Friendly Penistone initiative and the first meeting took place on 14th June.

Information was provided to the members about how the World Health Organisation has carried out research leading to the Age Friendly Domains that give us a Framework of how to approach the setting up of an Age Friendly community and a paper was shared setting out the domains.

Barnsley Metropolitan Borough is now part of the UK Network of Age Friendly Communities and this means that we have access to a lot of information about what has been done successfully in other areas.

There has been an Age Friendly Barnsley Action Plan in place for over a year. Work has been carried out by a number of multi-agency groups and reports have been made to the Early Help Group and Stronger Communities. A paper was circulated describing some of the achievements. Some of the issues from the Penistone Area might feed into the wider work in the borough such as Public Transport cuts.

The group discussed how the SOPPA Forum, the Overseeing Group and the wider work across Barnsley Borough would interact and will put together a flow chart of what this might look like.

The Age Friendly Penistone survey is currently being circulated and volunteers are involved in helping older people to complete it.

Members of this group were asked to attend the Age Friendly Barnsley Event on the 22nd July. It is important that as many people as possible attend. It is aimed at people with experience of what it is like to grow older in Barnsley. They may be an older person, someone who cares for an older person, someone who is interested in what is happening in their community or a front line staff member working with older people.

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 ACHIEVED
Age Friendly overseeing group in place	February 2019 ACHIEVED
Age Friendly event for older people and agencies finalising priorities	March 2019 POSTPONED UNTIL CONSULTATION COMPLETED
1 st Quarterly Report (Q4) and Age Friendly Action Plan	April 2019 REPORT ACHIEVED. ACTION PLAN WILL BE COMPLETED AS A RESULT OF CONSULTATION.
Partners identified to meet priorities and work begun	May 2019 SEE ABOVE
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	0*	15		10		40
Number of people consulted about Age Friendly	50	25 **	75	12**	0		0		125
Age Friendly Consultation events	7	0	1	1	0		1		9
Action Plan Overview Meetings – Age Friendly	0	0	2	0***	3		3		8
AUKB volunteers - consultations	3	0	3	2	3		1		10
Dementia Friendly Businesses signed up	4	0	5	0***	6		5		20
Dementia Awareness courses delivered	0	0	1	0***	0		1		2

*There have been no additional members to the Community Forum in this quarter.

** Within existing group meetings

*** The Age Friendly Consultation is underway and these will follow once it has been completed.

Social Inclusion Project - Plans for Quarter 2

- ✓ Stakeholder event being planned by SOPPA for September.
- ✓ Men in Sheds project to be launched.
- ✓ Age Friendly Action Plan to be launched
- ✓ Age Friendly partners identified to meet priorities and work begun
- ✓ Volunteer Recruitment event to be held in September

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



 	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	

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 second quarter of the new contract for 2019.

Project Highlights

- **13** sessions held
- **56** 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 **£96,288**
- The total **projected** amount of unclaimed benefits generated through the sessions to date is **£95,346** (this includes claims waiting for a decision)

- For every £1 invested from the Penistone Working Together Fund the project has brought **£35.79** into the area * actual amount of unclaimed benefit income generated divided by two 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

- 92% of residents attending the sessions reported feeling less anxious as a result of speaking to our advisor
- 61% of residents attending the sessions reported feeling more able to deal with their own affairs
- 71% of residents reported feeling their health and wellbeing had improved 3 months* after receiving support from our advisor

Breakdown of Enquiries

No. of Residents Attending Sessions

Month	Qty
April	21
May	16
June	19
Total	56

Analysis of Presenting Issues

Issue	Specific Issue	No of Enquiries
Benefit Appeals	Mandatory Reconsideration AA	1
	Mandatory Reconsideration ESA	2
	Mandatory Reconsideration PIP	2
	SSCS1 AA	2
	SSCS1 PIP	3
Total		10

Issue	Specific Issue	No of Enquiries
Benefits	Attendance Allowance	11
	Benefit check	5
	Benefits (Miscellaneous)	1
	Carers Allowance	1
	Council Tax Arrears	1
	Disability Living Allowance Child	2
	Employment and Support Allowance	6
	Overpayments	1
	Pension Credit	3
	Personal Independence Payment	12
	Universal Credit	1
Total		44

Issue	Specific Issue	No of Enquiries
Finance	Pension Options	2
Total		2

Issue	Specific Issue	No of Enquiries
Housing	Housing Repairs	1
	Re-Housing	1
Total		2

Issue	Specific Issue	No of Enquiries
Health & Social Care	Paying for Care	1
Total		1

Analysis of Benefit Income Gain

Period	Actual	No of claims awaiting decisions/not known
Quarter 1	£9,960	17
Quarter 2	£86,328	29
Quarter 3		
Quarter 4		
Total	£96,288	46

Case Study

Before DIAL

Ms N. attended DIAL outreach as she needed assistance with an appeal for a Personal Independence Payment claim. She was not awarded either component of the Personal independence payment .

She had previously attended CAB who referred her to DIAL for help with her appeal as the decision was not changed after mandatory reconsideration. She was quite distraught at the thought of having to appeal and needed reassurance to help calm her down

Advice given by DIAL

DIAL checked through the mandatory reconsideration decision and completed an appeal form (SSCS1) with Ms. N. We also gave her an overview of what to expect at the appeal and reassured her that she could cope.

After DIAL

Ms. N attended her appeal and was awarded enhanced moving around and standard daily living components of Personal Independence Payment, totalling £119.09 weekly. In addition she is now entitled to exemption from Vehicle Excise Duty and qualifies for a Blue Badge.

Ms N said

“I have so much to thank DIAL for . It was only with your help and support that I gained the confidence to take my case to appeal”

Acknowledged outcome

- Less isolated
- Less stress and anxiety

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

  	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	

This is third 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 in being able to provide work placements for young people wanting to gain the experience to enter the broadcasting industry.

PROJECT OUTCOMES

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 	Two more young people have started training with us. One is already on air, one left after qualifying. Another student has started taking NCFE qualifications. That makes training delivered to eleven people now since October 2018.

<p>Outcome 2 <u>Volunteering</u> Provide volunteering experience opportunities for people</p>	<ul style="list-style-type: none"> • All given chance to present or interview at Penistone FM 	<ul style="list-style-type: none"> • November 2019 	<p>18 actual presenting opportunities have been offered this quarter along with two film recording/editing sessions.</p>
<p>Outcome 3 <u>Work Experience</u> Recognised work experience opportunities in Penistone FM Community Radio</p>	<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 	<p>We have hosted eleven sessions on play reading, recording, editing and post-production. The four students produced a complete radio drama which is due to be broadcast soon. We also offered them the chance to work on an Outside Broadcast, but unfortunately none of the students were available.</p>

Project update

Since October last year, we have delivered training to eleven young people from Penistone, as well as ten other people from the general Barnsley area as part of another, separate project. Many of our young people attend as part of Enrichment sessions from Penistone Grammar School, so they have been heavily involved in recent months with A Level final exams and Mock exams. This has had a clear impact on the number attending sessions. However, two of these have reached the stage where they could be presenting a show live on air, and two others are fast approaching that stage, which we consider is a good result. One of these young people has opted to study towards NCFE Level 1 in Radio. That makes six students this year, out of the original eleven.

We've provided eighteen opportunities for presenting or interviewing since April, eight of which were broadcast live on Penistone FM, and the others as part of the training process. I mentioned the students working on revamping a radio drama in my last report; this is now complete and ready to be scheduled. I have given the students full credit on the recorded piece for their work so it will be properly recognised by the wider community. This sort of work is part and parcel of what we do at Penistone FM and has been for about four years now. The recording/editing/post-production took a number of sessions, totalling perhaps thirty hours spread across all students. They have also been offered the chance to take part in Outside Broadcasts with the station.

In terms of work experience, Emily has been encouraged by us to work with David Markwell, from BBC Radio Sheffield, in her quest to be a football commentator; he has listened to some of her work and given her pointers for improvement. Lizzie, who was researching an article about the community pub in Penistone has now finished her article and waiting to send it to Look Local in Stocksbridge for possible publication.



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	Eleven young people have worked or are now working through training for presenting/interviewing
Young people completed a further volunteer experience, attending further education or gained a job.	End October 2019	Sixty one distinct volunteering 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 eleven work experience opportunities given to young people, working on creating a radio drama from script through to broadcast quality.

QUARTERLY PROJECT TARGETS

Activity/Intervention	Quarter 3		Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total target
	T	A	T	A	T	A	T	A	T	A	
Number of people attending training sessions	4	5	4	4	3	2	4				10
Number of volunteer sessions given	15	16	15	25	10	18	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	4	2				10

Case study

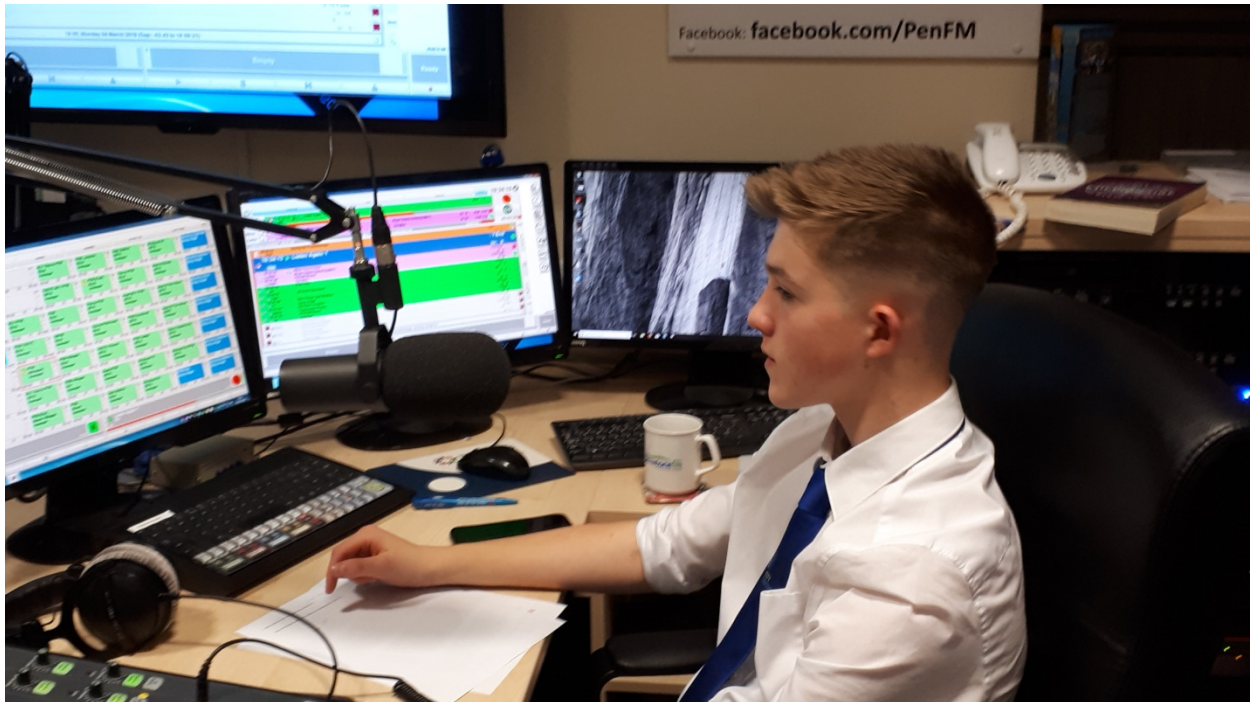
Ben came to us wanting to do some radio work as part of his Duke of Edinburgh award. He quickly began to learn how to present a show and showed he could easily pick up the digital skills required. He did not prepare well to start with but was soon preparing links so his show could be slick. Attendance was regular too.

He has now completed his Duke of Edinburgh work and we invited him to continue with his training so that he could go live. He was almost at that level, clearly able to set up and run a show solo. However, he decided that he was happy with his progress to date and did not really want to commit to being on a live show every week, so he thanked us and has now left the station.

The skills he learnt as part of being a presenter were set down as evidence for his DoE and some of them are listed below to give you a flavour:

- Operate Myriad faders for music, presenter and guest microphones
- Drag and drop music files/beds onto the playout screen and place them correctly
- Organise an hour's radio show

- Reorganise song order through deleting, moving to another position or using Suggest
- Previewing music safely whilst “on air” using PFL
- Using Find and time rules to select songs of a particular length to fit the hour
- Creating interesting spoken links
- Using a variety of approaches to announce songs
- Speaking clearly and confidently over the mic
- Realising the importance of researching stories for links





 	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	

This 6 month pilot project which was commissioned in response to information received about a high demand from Penistone residents for support from CAB in central Barnsley. The project is funded through Penistone Area Council’s Working Together grant funds, and provides one advise session per fortnight delivered at the Penistone Town Hall between 2-6pm to encourage attendance from people who may be working but still struggling with money management or debt issues. The report below provides information for the first quarter of the project which will be reviewed by Area Council at it’s meeting on August 1st to determine future demand and any potential further support that may be needed to continue this service.

PROJECT OUTCOMES

Project Outcome	Intervention/ activities that will contribute to achieving project outcome	Target	Progress
Outcome 1	<ul style="list-style-type: none"> •Number of Advice sessions delivered 	• 6 in 1 quarter	Services are delivered from Penistone Town Hall every 2 nd & 4 th Wednesday. In Qtr 1, 5 advice sessions have been delivered.

Outcome 2	<ul style="list-style-type: none"> Number of client contacts 	<ul style="list-style-type: none"> 15 in 1 quarter 	There has been a total of 12 client contacts.
Outcome 3	<ul style="list-style-type: none"> Number of fast track referrals made to other CAB services 	<ul style="list-style-type: none"> 5 in 1 quarter 	1 client was referred to the Debt Advice Team.

Project update

Since the beginning of April 2019, when the funding period began, the project has seen a total of 12 client contacts. The clients have been assisted at Penistone Town Hall via 5 four hour advice sessions, which take place every 2nd and 4th Wednesday of the month. One session had to be cancelled due to staff sickness.

Across the quarter of this funding period, the generalist adviser has assisted clients to claim an additional **£23,979 of benefits** - these benefit gains were distributed amongst 5 different clients with an **average gain of £4796 per client**. Debt managed totalled **£29,794**.

Clients accessed this advice service for support with a variety of different issues, including benefits, employment and debt. Further analysis of our Casebook recording system shows that so far we have dealt with a total of **31 unique issues**. Of these issues 39% related to universal credit, 32% to benefits and tax credits and 16% related to debt.

67% of clients presented with a disability or long term health condition.

Supporting clients with managing their debt and claiming the benefits they are entitled to will help to maximise income and will give clients more money to spend in the local economy.

Volunteers support this project by signposting clients from our town centre reception and via our telephone and Email Services. Volunteer admin services are also provided as and when required.

MILESTONES

MILESTONE	TARGET DATE	PROGRESS/ ACHIEVED
Recruitment	Mid March	Completed
Produce publicity material	ASAP	Completed
Launch project and begin service delivery	April 2019	Completed
Recruit and train volunteers	On-going	On-going,
Submit quarterly monitoring reports	First report, Q1 – July 2019	Completed
Client surveys	On-going	On-going

QUARTERLY PROJECT TARGETS

Activity/Intervention	Quarter 1		Quarter 2		Quarter 3		Quarter 4		Total Year 1 target
	T	A	T	A	T	A			
Number of Advice sessions delivered	6	5	6						12
Number of client contacts	15	12	15						30
Number of fast track referrals made to other CAB services	5	1	5						10
Improved Health and well being	ongoing								65% report positively by end of project.
Number of volunteers		4							
Volunteer hours	60	78	60						
Number of new volunteers									
Debt Managed	£1500	£29,794	£1500						
Benefit gain	£2500	£23,979	£2500						
Investment return		£23							£5.00 per £1 of grant

Case Study:

Client is a single parent who works 15 hours per week and lives in a Housing Association property with rent of £100 a week. Client has a child in full time education. Client earns approximately £125 a week, plus child benefit of £21 per week. Client says they are struggling to manage on this level of income and pay all their living expenses.

Completed a benefit check based on information provided by the client, which showed they would be eligible to claim Universal Credit and this would increase their income by £700 a month.

The client expressed relief that they would be able to manage their finances.

Client was informed that they would be eligible to claim Universal Credit as they meet all qualification criteria and we advised the client how to do this. The client confirmed they could undertake this with support.

Client was given information about the Universal Credit claim process and the need to have an email account before applying.

After receiving advice the client felt more confident to complete the application at home with some assistance from a family member.

Client was informed that there was assistance available at Barnsley Job Centre should they need it from "Citizens Advice Barnsley - Help to Claim advisor



 	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 funding from the Working Together Fund to provide its operational running costs for a 12 month period from April 2018 to March 2019, South Pennine Community transport have successfully secured funding for 53% of running costs from alternative sources for 2019/2020. Working Together grant funds have therefore been approved for the remaining 47% of operational costs for the financial year 2019/2020. 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. This report provides an update on progress for the first quarter of the second year of funding to support this project. Progress for this first quarter is satisfactory.

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	• Reaching out to those who are unable to access mainstream transport	• 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	7 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		Total Project target
	T	A	T	A	T	A	T	A	
Number of people using the service	480	3398	480		500		500		
No of new passengers quarterly		232							
No of volunteers involved locally in promoting the service	5	7	5		5		5		
No new groups worked with by volunteers	3	3	3		3		3		
No of passengers consulted	50	50	50		50		50		
% Income generated to sustain service	40	30	50		75		80		

Service 25, the Penistone Local Link, is continuing its success and experiencing further growth. The service is a big part of Penistone life which sees the service used for such a wide variety of purposes. We maintain our efforts to develop this service so that it is financially self-sustaining and we continue to look at ways to grow. So here is some information about what we have been doing and what some of our plans are.

Paying Bus Fares Contactless

During May we began to accept payment for bus fares and tickets using debit and credit cards plus Apple Pay and Google Pay via mobile devices.

In many rural areas the number of banks, post offices and cash machines are in decline. By accepting contactless we are enabling people to pay bus fares if they cannot access cash in their locality.



Volunteers

We are delighted to have a new volunteer. Macauley has joined us as a volunteer passenger assistant and has already been helping passengers board and alight as well as helping with shopping and luggage



VOLUNTEERS' WEEK time to say thank you



We also celebrated volunteers week during 1st to 7th June. During the week all our volunteers were active at some point and we had a guest volunteer from the Community Transport Association. Stephanie who is a Support and Engagement Executive joined driver Paul in Penistone for the day to help passengers and learn more about the service.



Department of Culture, Media and Sport

In June we were visited by Alex from the Governments' Department of Culture, Media and Sport along with Suzanne from the Community Transport Association.

During the visit the Penistone Local Link was discussed as a model example for other communities to follow in pro-actively supporting their own local community bus service



Total Travel Penistone

As a start of our project to develop an informal Total Travel Partnership for Penistone, we will be publishing a summary guide to all public transport options around Penistone to include all operators and modes. Operators will also be given the opportunity to advertise in this guide, as will local businesses. We see this as a great ice-breaker to a longer term travel partnership.



Working For The Future

Our sole aim with this project is the long term sustainability of the Penistone Local Link. We believe the hard work, effort and support in delivering this service is paying off. We are making great progress and as we expand the service there is more scope for growth.

We continue to look for new ways to support the service. We will:

- Look for financial support for the service from bigger business around Penistone,.
- Hold dialogue with neighbouring Parish Councils and working groups to look for ways to develop the service by meeting the needs of others and bringing more people into Penistone
- Look for opportunities to support the service, such as using the bus for other things when not operating this route.
- Play a full part in dialogue with SYPTE, bus user groups and Bus Partnerships to fight for the best deal for buses in Penistone and the surrounding area.

BARNSELY METROPOLITAN BOROUGH COUNCIL

**Penistone Area Council
1st August 2019**

**Report of the
Penistone Area Council Manager**

Agenda Item: 6

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 intentions for spend against these 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 agree the allocation of further funds to support and promote the Penistone Working Together Fund**

2.4 **That members note the update on the Twiggs Clean and Tidy contract from within this report**

2.5 **That Members delegate responsibility to the Executive Director, Communities, in liaison with a Working Group, for approval of the service specification and associated procurement processes for the procurement of a service to deliver a Clean, Green and Tidy service at an estimated cost of £98,007 for a 1 year period, (1st April 2020 – 31st March 2021), with an option to extend this for a further one year plus one year subject to satisfactory performance, need for the service and availability of finance.**

2.6 **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 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) 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 Performance to date is satisfactory against each of the contracts for the second quarter of the grant funded services with further information provided within the PAC Quarter 1 performance report presented at this meeting.

3.5 At a PAC member workshop on July 11th 2019, it was requested that further information on activity against the contracts was presented by Age UK to this meeting to assist with reviewing how PAC may wish to support this work once grant funding finishes at the end of December 2019.

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 a review of the projects funded to date to

supported 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 2017 /18. 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 recommended an application for £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 currently **£14,596**.
- 4.11 At a PAC forward planning workshop with members on July 11th 2019, members

gave consideration of the Working Together Grant fund and it was suggested that the grant provides a good means for supporting a wide range of projects that will enable the Area Council to meet its' current priorities.

4.12 In order to attract further projects to the funds in support of PAC priorities, it is recommended that Members agree the allocation of £50k from within the 2019/2020 PAC budget to the Working Together Grant fund, and that the fund be widely publicised for applications.

4.13 **Total allocations to date**

Penistone FM	£ 15,627.00
Penistone Round Table	£ 11,660.00
Penisone 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
Amount remaining for allocation 2019/2020	£ 14,596
Potential available following approval of additional funds	£ 64,596

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 PAC 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 Members received a presentation given by the Twiggs service of performance to date at the the PAC meeting on June 13th 2019, which was well received, and were reminded that the current contract is due to finish on November 1st 2019.
- 5.7 In order to assist with any future procurement process, Members approved spend from within the current budget and to waive contract procedure rules in order to extend the current contract to the end of the financial year 2019/2 at a cost of £32,670.
- 5.8 The current Twiggs Clean, Green and Tidy contract continues to perform satisfactorily against agreed targets. A summary of activity is included within the quarter 1 performance report of this meeting,

5.9 Following a PAC forward planning member workshop on July 11th 2019, members indicated an intention to continue to support a Clean, Green and Tidy service for the Penistone area from 2020. In order to take this forward it is recommended that members approve for delegated responsibility to the Executive Director, Communities, in liaison with a PAC Working Group, to approve the service specification and associated procurement process for the procurement of a Clean, Green and Tidy service at an estimated cost of £98,007 for a 1 year period, (1st April 2020 – 31st March 2021), with an option to extend beyond this for a further one year, plus one year subject to satisfactory performance, need for the service and availability of finance.

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 A member workshop held on July 11th 2019, considered a forward plan for meeting current PAC priorities and a review of existing budgets in order to meet these. Recommendations following discussion at this workshop are referred to at 4.12 and 5.9 within this report. Further updates to be presented to PAC on October 3rd 2019.

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.
- 8.2 Members 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. Members are advised that the first of these information updates will be included in the August edition of Penistone Living.

9.0 Finance Update

- 9.1 The 2019/2020 budget shows a current allocation of £92,505, giving a total amount of **£107,495** available for spend against priorities over the coming year
- 9.2 Subject to approval of funds for allocation to the Working Together fund at 4.12 within this report this would leave a working total of £57,495
- 9.3 2019/20 Budget allocations

Approved spend items in operation in 2019/2020	Current approved expenditure from 2019/2020 budget
Clean Green and Tidy Extension	£57,171 (ends Nov 2019) £32,670 (waiver to april 2020)
Working together fund	£50,000 (subject to approval)
Allocation to WA funds	
Penistone Living Magazine inserts	£ 2,664
Supporting Older people Fund	
Total spend approved	£92,505
Current Total remaining from base budget of £ 200,000	£107,495
Total subject to approval	£57,495

