

MEETING:	Penistone Area Council
DATE:	Thursday, 23 July 2020
TIME:	10.00 am
VENUE:	Held Virtually

AGENDA

- 1 Declarations of pecuniary and non-pecuniary interests

Minutes and notes

- 2 Minutes of the Penistone Area Council meeting held on 4th June, 2020
(Pac.23.07.2020/2) *(Pages 3 - 8)*
- 3 Notes from the Penistone Ward Alliance held on 13th February, 2020
(Pac.23.07.2020/3) *(Pages 9 - 10)*

Performance

- 4 Report on the Use of Ward Alliance Funds (Pac.23.07.2020/4) *(Pages 11 - 12)*
- 5 Performance Report (Pac.23.07.2020/5) *(Pages 13 - 58)*

Items for discussion

- 6 Procurement and Financial Update (Pac.23.07.2020/6) *(Pages 59 - 68)*

To: Chair and Members of Penistone Area Council:-

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

Area Council Support Officers:

Matt Bell, Penistone Area Council Senior Management Link Officer
Elaine Equeall, Penistone Area Council Manager
Rachel Payling, Head of Service, Stronger Communities
Peter Mirfin, Council Governance Officer
Cath Bedford, Public Health Principal - Communities

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

Wednesday, 15 July 2020

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MEETING:	Penistone Area Council
DATE:	Thursday, 4 June 2020
TIME:	10.00 am
VENUE:	Held Virtually

MINUTES

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

38 Declarations of pecuniary and non-pecuniary interests

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

39 Welcome and Introductions

Matt Bell was welcomed to the meeting in his new role as Senior Management Team Link Officer. All other introductions were dispensed with as officers and Members knew each other.

40 Minutes of the Previous Meeting of the Area Council meeting held on 13th February, 2020

The Area Council received the minutes of the previous meeting held on 13th February, 2020.

RESOLVED that the minutes of the Penistone Area Council meeting held on 13th February, 2020 be approved as a true and correct record.

41 Covid-19 Presentation

David Robinson, Service Director Customer Information and Digital Services, Phil Hollingsworth, Service Director Stronger, Safer and Healthier Communities and Elaine Equeall, Penistone Area Council Manager were welcomed to the meeting to present the item.

An overview of the strategic approach was provided, acknowledging that Covid-19 was different to previous incidents due to its length and ongoing impact. It was noted that responses needed to be agile and adaptive.

However, the pandemic also offered opportunities to realign values and to create a new normal. Members heard how the Government had drafted a recovery and renewal strategy, and one was in development at a South Yorkshire level. Barnsley plans would align and be complementary. It was noted future plans needed to be interactive, in order to respond to the need for services to be turned on and off in relation to further peaks. It was also noted that responses would be different depending on the needs of particular groups of people, including those shielding.

Three horizons were considered – h1 immediate recovery steps, h2 post-peak recovery steps and h3 realising the recovery objectives. It was suggested that Barnsley was moving into h2, with lockdown being lifted, and that this was a period of

innovation. As Barnsley moves forward the h3 horizon will be the future that we want with the outcomes Barnsley desires.

Members heard how the Council's recovery strategy encompassed 5 points; Humanitarian – Health and Wellbeing; Business Economy; Building Resilience; Education and Attainment; and Infrastructure and the Environment. It was recognised that all of which needed to be underpinned by the financial stability of the Council.

Members noted the steps being undertaken to develop and implement the recovery strategy, including conducting impact analysis, considering what services need to be restarted, maintained, or discontinued, and the need to monitor, learn and be adaptive going forward. It was noted that plans required the contribution of a wide range of partners across Barnsley.

In considering the role of Area Councils, the valuable contribution they played in responding to the crisis through the flexing of commissioned services the focus of community organisations was acknowledged, as was the role they would play in assisting recovery.

Members noted that, in light of the current financial position, the Council was reviewing all budgets and service areas to ensure they remained relevant in relation to Covid-19 and recovery efforts. Members were reminded of the cessation of all non-essential expenditure earlier in the year.

For the Area Council, the overall budget remained unaltered for 2020/21, but it was suggested that there was a need to review priorities and commissioning intentions to ensure that they were still relevant.

Those present heard of the anticipated challenges ahead, which included poverty and worklessness; schooling and education; mental health and emotional wellbeing; re-establishing the fabric of society; and impacts on health and wellbeing from a reduced accessing of services.

However, it was noted that the Council's strategic direction such as in relation to digital, an inclusive economy and Zero40 remained relevant. It was also suggested that the pandemic had offered opportunities, with agile working potentially supporting more district centres, the establishment of support networks in the communities, and a greater insight into those who are most vulnerable in communities.

Members were reminded of the guidance issued in relation to Ward Alliance Funds, and that the base budget of £10,000 per ward would remain but plans for an additional £10,000 had been paused due to the current financial situation. It was emphasised that Ward Alliance expenditure should support recovery efforts, with the only exception being where finance has already been approved and local businesses have committed resources.

Although there was an interest in re-establishing community events, it was acknowledged that this was not appropriate in the current climate, but that this position would be reviewed for 2021/22.

Members noted the previous requirement for Ward Alliance Funds to match 50% of their budgets with external finance or volunteer time, and that this would be difficult to achieve and would therefore be relaxed for the current financial year.

An update was provided in relation to the provision of grass cutting, which had been impacted on from prioritising domestic waste collection. It was noted that that this would now recommence, with the backlog being addressed in due course.

Members heard of the work of the Penistone Area Team in using community networks to map what was happening in response to the pandemic and provide support. Noted was the phenomenal response from communities throughout the area, including from groups such as Huskar Helping Hands and Love Thy Penistone. The Area Team had worked to support and promote activity and provided localised support for the Councils Emergency Contact Centre, including delivering 4,000 postcards advertising the service, with the help of partners.

Wellbeing boxes had been delivered to older people, with those in receipt identified through Age UK.

In addition to the community groups efforts, Community Responders had also provided support, and the Area Team had worked with Barnsley CVS to provide training for volunteers, and insure the correct use of PPE. The responders predominantly provided support with shopping and befriending. 19 Community Responders had provided support, with an additional 6 recently recruited to replace a number of those originally recruited who had now returned to work.

There had been 6 requests for shopping, and 22 for befriending, and it was noted that not all requests were from older people, but from other age groups that were shielding. It was suggested that requests for shopping may curtail with the lifting of restrictions, but that the need for befriending would likely continue.

Members heard of the flexing of contracts during the pandemic in order to continue to meet the needs of the community.

Age UK had continued to target the vulnerable, particularly those with no family or friends, with 60 service users being supported with shopping and befriending. It was noted that support was being provided to consider the next phase of delivery, which would hopefully include more activities.

The contract with Twiggs had been flexed in order to provide support for Neighbourhood Services, focusing on priority areas. Contact with and support of groups had been maintained, with work being undertaken by Twiggs and volunteers on sites on their own and on different days.

Support from DIAL and CAB had moved online and on to the telephone, and although figures were not available for the area, demand was thought to be high.

Members heard of the extension of the grant provided to South Pennine Community Transport which had continued to provide a service for older and vulnerable residents to access shopping. It was acknowledged that the service would require review in light of the current situation.

Those present were reminded of the Area Council Priorities:- Helping People to Connect Better; Environment; Health and Wellbeing; Support for Young People; and The Local Economy including Tourism.

Noted was the financial situation, with around £48,000 unallocated in the current financial year, £115,000 carried forward from 2019/20 and around £61,000 remaining unallocated in the Working Together Fund. Even taking into account the likely continuation of contracts due to expire in 2020/21, around £93,000 would remain in the Area Council budget and around £52,000 in the working together fund.

42 Discussion: reflections on the presentation and how the Area Council can assist our communities in recovery

Members were reminded of the 5 recovery priorities:- Humanitarian – Health and Wellbeing; Business and Economy; Building Resilience; Education and Attainment; and Infrastructure and Environment and were invited to consider what aspects of the Area Council plans aligned to these and could continue, perhaps with some adaption, what didn't align and should cease, and where gaps would be that required addressing.

Members heard of the impact analysis underway, and the complicated picture this provided. A wide range of impacts had been seen from a lack of education to the inability to do maintenance on highways. It was noted that this information would be shared in due course.

It was suggested that the priorities of the Area Council did largely align and delivery to those boroughwide. Focus had been on building resilience for vulnerable and isolated older people, for young people, and for those with debt issues.

With regards to the economy, it was suggested that the impact on the town centre, small businesses, and the rural economy may wish to be considered. It was noted that though the Principal Towns programme would assist the town, but that the contraction in tourism and the inability to hold events would have a negative impact.

It was suggested that the financial impact on residents would be great, with some furloughed residents struggling to meet their financial demands.

Also noted was the impact on the mental health of residents, with young people previously highlighted as an area of concern, and that this was an area under consideration by the Area Council.

With difficulties using public transport, the promotion of active travel was noted, at it was noted that there were a number of schemes in development. Funding had been secured for a pilot project in Barnsley Town Centre and funding was also available to improve the A628 from Penistone to the Flouch for walking and cycling.

The issue of public toilet provision was discussed, and it was noted that consideration was being given to how these could be opened in a safe way.

Members wish to acknowledge the work of volunteers during these uncertain times and the amount of help provided to those most vulnerable and isolated.

RESOLVED:- that further discussion takes place in order to consider where Area Council support be best provided, and that the outcome of this be considered at a future meeting of the Area Council.

43 Close of the meeting

The Chair declared the meeting closed.

Chair

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NOTES OF PENISTONE WARD ALLIANCE MEETING
Thursday 13th February 2020, Penistone Town Hall

1. Present: Cllr Robert Barnard, Cllr Paul-Hand Davis, Cllr John Wilson, Cllr David Greenhough, Ann Walker, Allen Pestell, Joe Unsworth, Graham Saunders, Richard Leech, Cllr Hannah Kitching, Jonathan Cutts, Mandy Lowe-Flello, Bob Blythe

In Attendance: Stephen Miller and Tanya Dickinson

Apologies: Cllr David Griffin, Barbara Lee, Chrissie Yates, Pauline Ogden, Anne Rusby

2. Declarations of Pecuniary and Non-pecuniary Interest

Cllr Kitching a non-pecuniary interest in Penistone Parkrun application.

3. Notes of the Meeting Held on 9th January 2020

Barbara Lee was present at the meeting.

4. To Consider any Matters Arising from the Notes

None.

5. Ward Alliance Finances

Cllr Barnard confirmed Penistone Ward Alliance fund has an allocation of £26,070 remaining for the current financial year.

6. Penistone Area Council Update

None.

7. Penistone Ward Alliance Plan and Project Updates

To be reviewed a separate meeting in April 2020.

8. Applications for Financial Assistance

a) Penistone Cricket Club- £1,454

Excellent club supporting young people across the Penistone area. An allocation of £1,454 was recommended.

b) HBee+- £397.93

Members commended the group but noted that funding from the Ward Alliance cannot be ongoing in the future. An allocation of £397.93 was recommended by members.

c) VE75 Penistone- £1,600

Excellent project bringing the community together, any underspend on the event should be returned to the Ward Alliance. An allocation of £1,600 was recommended.

d) Sporting Penistone- £4,648.30

Commended for already securing significant funding from a range of sources. An allocation of £4,648.30 was recommended.

e) Penistone Parkrun: International Womens' Day- £200

Members felt unable to support as the application was just for refreshments without enough details about the wider event/project. No allocation was recommended.

f) Penistone Tractor Run- £2,500

More details and information were requested by members. No allocation was recommended.

g) Penistone Armed Forces Day- £7,000

A very large amount for the Penistone Ward Alliance to fund, the majority going to fund professional entertainment. Members commended the volunteers and agreed to support the educational equipment element of the project. Members recommended an allocation of £1,000.

9. Any other business

Thanks was noted for the ongoing support of the Penistone Area Team.

10. Date and time of next meeting

Members agreed that the next meeting would be held on the 9th April 2020, 7pm at Penistone Town Hall.

2020/21 WARD FUNDING ALLOCATIONS

For 2020/21 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 2019/20 Ward Alliance Fund will be combined and added to the 2020/21 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.

2020/21 Final Ward Project Allocations**PENISTONE WARD ALLIANCE**

For the 2020/21 financial year the Ward Alliance have the following available budget.

£20,000.00	base allocation
£16,970.05	carried forward from 2019/20
£36,970.05	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining
			£18,485.02	£36,970.05
Love Thy Penistone Card Readers - Covid 19	£501.40	£4053	£18,485.02	£36,468.65
Craft Club Silkstone - Covid 19 Face Masks	£776.00	£2161	£18,485.02	£35,692.65

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £18,485.02	Allocation Remaining £36,970.05

Penistone Area Council

Penistone East, Penistone West

Working Together for the Penistone Community



Performance Report

Quarter 4

January – March 2020

PENISTONE AREA COUNCIL - PRIORITIES

AND LINKS TO CORPORATE OUTCOMES 2017-2020









Contributing to the following Corporate Priorities and Outcomes:

THRIVING & VIBRANT ECONOMY	PEOPLE ACHIEVING THEIR POTENTIAL	STRONG & RESILIENT COMMUNITIES
<p>Outcomes:</p> <ul style="list-style-type: none"> 1: Create more and better jobs and good business growth 2: Increase skills to get more people working 3: Strengthen our visitor economy 	<p>Outcomes:</p> <ul style="list-style-type: none"> 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 	<p>Outcomes:</p> <ul style="list-style-type: none"> 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
		Penistone East and West Ward Alliance	£10,000	October 2019- March 2020

<p>THE LOCAL ECONOMY Including Tourism</p>				
<p>HEALTH & WELL BEING</p>	<p>Penistone Working Together Fund</p>	<p>Round 1: Penistone Scouts £8050 Penistone Round Table £11,660 TPT Volunteers £6630 Penistone FM £15,627</p>		<p>Completed Dec 17 Dec 17 Completed</p>
<p><i>ENVIRONMENT</i></p>		<p>Round 2: Bumping spaces £19,836 Sporting Penistone £16,230 Penistone youth project £8730</p>		<p>01/04/2017-18 01/04/2017-18 January 17-18</p>
<p>HELPING PEOPLE To connect better</p>		<p>Round 3: Penistone Community Radio Project £19,840</p>		<p>September 17-18</p>
<p>THE LOCAL ECONOMY Including Tourism</p>		<p>Cycle Penistone CIC £5990</p>		<p>Completed March 2018</p>
<p>SUPPORT FOR YOUNG PEOPLE</p>		<p>South Pennine Community Transport CIC £5000</p>		<p>Pilot project Dec 2017</p>
		<p>£6538</p>		<p>Pilot extension to March 2018</p>
		<p>Round 4: South Pennine Community Transport CIC £20,000</p>		<p>Operational costs April 2018–end March 2019</p>
		<p>Penistone FM Young Voices for Penistone £7644</p>		<p>September 2018 –August 2019</p>
		<p>TPT volunteers Station project extension £2890</p>		<p>September – December 2018</p>
		<p>Citizen’s Advice Bureau Pilot £2115</p>		<p>6 month pilot April – September 2019</p>

		Round 5: South Pennine Community Transport CIC Citizen's Advice Bureau twice monthly debt advice drop in DIAL contract (see above)	£14,000 £3,500 (COVID-19 period) £3566	Support to operational costs April – March 2020 Contract extension to end June 2020 Operational costs Oct 19- Sept 2020
HEALTH & WELL BEING	Tackling isolation and loneliness Contract extension	Age UK Supporting Vulnerable and Isolated Older people grant fund Age UK (all 3 lots)	£70,000 £70,000 (£17,500 17/18 budget, £52,000 18/19 budget) £25,000 Befriending £25,000 group activity £20,000 Provider network £25,000 Befriending £25,000 group activity £20,000 Provider network	1 st January – 31 st December 17 12 month extension to Jan 2019 Jan 2019-2020 Contract extensions to all 3 lots to Jan 2021
HELPING PEOPLE To connect better	Penistone Matters Magazine Penistone Living magazine	Penistone Area Council Penistone Area Council promotional content	£3364 Delivery costs £3873 Delivery costs £2664	2017 summer edition Autumn edition 2018 2 editions 6 page inserts over 12 month 2019-2020

ENVIRONMENT	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
	Contract extension		£40,836	Nov 2019-31 st March 2020
	New commissioned service contract	Twiggs Grounds Maintenance Limited	£100,000	April 1 st 2020 y1 (+1+1 option)

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 2020

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 2020

ENVIRONMENT

Outcome Indicators	Achieved this Quarter	Achieved to date
No of clean & tidy activities which involve businesses	10	134
No. of young people making a positive contribution to the design/maintenance of their local environment	6	605
No of people who feel they have the opportunity to influence the design and maintenance of their local environment	9	298

THE LOCAL ECONOMY Including Tourism

Outcome Indicators	Achieved this Quarter	Achieved to date
No. of FTE jobs created and recruited to	0	19.5
Local spend (average across all contracts)	90.6%	95.4%
Volunteer hours contributed (£ value)	£19,346.32	£273,306.79
No. of volunteer opportunities created	112	1317
No. people achieving a qualification / accreditation	0	152
No. of people receiving training	35	961

HELPING PEOPLE

To connect better

Outcome indicators	Achieved this quarter	Achieved to date
No. of community groups supported	34	466
No. of new community groups supported	1	54
Community car scheme journeys	124	850

HEALTH & WELL BEING

Outcome indicator	Achieved this quarter	Achieved to date
No of adult volunteers engaged	188	2405
No. of new volunteers	21	775
No. of residents and young people receiving advice and support	99	833
No of residents referred to health and advice	0	17

SUPPORT

FOR YOUNG PEOPLE

Outcome indicators	Achieved this quarter	Achieved to date
No. of apprentice and placements created and recruited to	0	2
Number of people taking up work experience placements	0	31
No of Young people engaged in volunteering	6	661
No of activities which involve young people under the age of 18	3	228

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. A further extension period to take the contract to the end of the financial year 2019/2020 was agreed by Penistone Area Council at its meeting 13th June 2019.

The report below provides a summary of activity for the second quarter of the contract extension, which finishes in March 2020.

Summary of progress to date.

Achieved Key Milestones

2017/2019 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

	2018/19 Year Target	2018/19 Year Actual	Q1 Oct- Dec Target	Q1 Oct- Dec Actual	Q2 Jan- Mar Target	Q2 Jan- Mar Actual	Contract Extension Target Oct - March 2020
No. of Twiggs led social action projects delivered	40 (48)	149	5	29	10	29	15
Existing Groups/ Parish/ Town Councils supported	40	104	10	12	10	24	20
New Community Groups supported	10	4	2	0	2	2 HBee+ Men In Sheds	4
Activities working with local schools	16	21	1	1	6	*plans were in place to work with a number of primary schools for the GBSC, cancelled due to Covid-19	7
Activities working with businesses	20	49	4	7	8	10	12
Residents / groups taking responsibility	(12)	19	1	1	5	9	6

for green areas/ shrub beds/ planters							
Number of individual Litter Picks completed	40 (144)	44	10	11	10	11	20
Added value projects delivered (no targets set)	0	37	0	7	0	25	No target

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

1. Creative Gardens – National Autistic Society
Arrangements were in place with volunteers to carry out a litter pick at Springvale Community Garden Park for Friday 28th February. Following the theft of our vehicle the volunteers made contact to offer their sympathies, and let us know they were going to purchase some litter pickers, so that the group can independently litter pick the area on Friday. Giving our team time to make arrangements for the vehicle. Positive results gained from a negative situation.
2. HBee+ - Continue their outdoor improvements as part of their socially distanced exercise time during the COVID-19 restrictions.
3. Team Green Moor - - Continue their outdoor improvements as part of their socially distanced exercise time during the COVID-19 restrictions.
4. Penistone Residents –Donating surplus tools to be used by the community following the death of a family member



5. Yorkshire Building Society – Contacted our team independently to arrange environmental volunteer activities for 3 members of their staff.
6. Men In Sheds – Producing various items to be used by groups in the penistone area – such as HBee+ and Team Green Moor
7. Spar – Continue donating various fantastic materials/ items/ funds to support groups in the Penistone Area
8. Wortley Hall – Donating Timber to Team Green Moor
9. Octopus Energy – Donating Bulbs to our team for use in the Penistone community
10. Cllr Hannah Kitching – Donating surplus bulbs for use in the community

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*

	2018/19 Year Target	2018/19 Year Actual	Q1 Oct-Dec Target	Q1 Oct-Dec Actual	Q2 Jan-Mar Target	Q2 Jan- Mar Actual	Contract Extension targets Oct- March 2020
No. of new adult volunteers involved in Twiggs led social action projects	80 (based on 2 new vol at each project)	120	10	14	20	18	30
No. of new young people volunteering	20	107	2	2	5	3	7
Total Number of Adult Volunteers involved in Twiggs Led volunteering opportunities	150	586	25	100	25	113	50
Total Number of Young Volunteers involved in Twiggs Led volunteering opportunities	40	41	10	13 (Including 11 school pupils)	10	6	20
No. of events assisted which supports the visitor economy	6	7	1	1 Tankersley Community Bonfire	1	0	2
Volunteers Recruited and Trained	40	236 (Includes approx. 163 school children)	5	15 (including 11 school pupils)	5	18	10
Volunteer Hours supported	(1920)	2,219.5		349		337	
Number of Secondary Schools worked with	1	0	0	0	0	0	1
Number of Primary Schools worked with	6	16	1	1	2	3	3
Number of School pupils involved in environmental projects		221		11		0	

Number of local businesses worked with	(60)	35	5	5	5	9	10
*No. of black large sacks of rubbish collected(no targets set)		314		142		192	

Achieved Social Value Objectives

	2018/19 Year Target	2018/19 Year Actual	Q1 Oct- Dec Target	Q1 Oct- Dec Actual	Q2 Jan- Mar Target	Q2 Jan- Mar Actual
No. of FT jobs created and recruited to	0	0	0	0	0	3
No. of new apprentices employed	0	0	0	0	0	0
No. of work experience placements		3	0	0	0	1 Source -Employment and Volunteering BMBC Provider Services
% spend in Barnsley	95%	95%+	95%	95% +	95%	95%+

Hot Spot Areas

Monday - AM - A628 Windermere Road, Incredible Edible Bed light Maintenance activities.

PM- McDonalds Tankersley - Every first Monday of the month at 2pm

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

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

Schools Worked with/ Developments

1. Millhouse Primary School

Royd Community Garden – 28/01/2020 activities arranged, and cancelled on the day due to bad weather conditions. Work delivered independently by the team.

2. Thurgoland Primary School

Thurgoland – 29/01/2020 activities arranged, and cancelled on the day due to staffing issues. Work delivered independently by the team.

3. Hoylandswaine Primary School – Meeting 17/03/2020 to arrange GBSC activities (cancelled due to COVID-19)

Business Supported/ Developments

1. McDonalds

- Monday 2nd March 2020

2. Octopus Energy

- Plants donated to HBe+, coordinated through our team

3. The 3 Fryers

- Providing a free lunch and refreshments to volunteers working with our team

4. HSBC

- Monday 3rd February

5. Spar

- Thursday 23rd January 2020

6. Garden Creations - National Autistic Society

Friday 24th January 2020 – Springvale Park, Penistone

Worked with a young man and his two assistants. They showed him how to safely handle



litter picking equipment and then worked with him to identify and clear 3 bags of litter from the area.

Arrangements were in place with volunteers to carry out a litter pick at Springvale Community Garden Park for Friday 28th February. Following the theft of our team vehicle the volunteers made contact to offer their sympathies, and let us know they were going to purchase some litter pickers, so that the group can independently litter pick the area on Friday. Giving our team time to make arrangements for the vehicle. Positive results from a negative situation.

7. Distinction Doors

- Monday 3rd February 2020

8. Jaquett

- Monday 3rd February 2020

9. Yorkshire Building Society

- Wednesday 4th March 2020

Selection of some of the Groups Supported this quarter

Working with Team Green Moor The team worked with the group to wash signs and prune shrubs which are going around them. They surprised them with a donation of 200 Tulip bulbs which were donated by Penistone Spar. The team then offered guidance to the group regarding further maintenance and setting future dates.



Men in Sheds

Making the stake for Team Green Moor

The group have also been busy making bird houses for community groups who we work closely with. This quarter we have acted as the link between groups, delivering the boxes so that volunteers put them in place. We left this with Team Green Moors bird specialist to find the best location



High Hoyland

Working with both sustained and new volunteers, clearing leaves, moss and ivy from the pavement. After the stretch was clear of overgrowth they located areas for trees to be planted and options to get things going.



Water Meadows Park



Working with a volunteer and supporting a new work experience placement and his supervisor to reinstate pathways and reintroduce any green waste back into the woodland. A lot of progress was made.

Working with Springvale Community Garden

The team took 300 Brodiaea plants to the community garden as a surprise to plant with the volunteers there, some of the brodiaea went into beds and some were planted in pots.



Working with TPEG, HSBC, Jaquett and Distinction Doors.

Working with a number of local businesses to carry out a tidy up of the business park. 26 bags of litter and 16 sacks of green waste were collected. HSBC and Distinction Doors disposed of half of the litter waste each, and Jaquett all of the green waste.



Working with HBee+

Delivering donated gloves to the group which were donated by the Spar in Penistone. They proceeded by working with the group to plant 50 whip plants which were donated by Octopus Energy.



Working with Cawthorne Parish Council



Team worked with sustained volunteers to carry out a large litter clearance throughout the village. The team and volunteers all split into different groups to cover different parts of the village. Overall they collected 100 sacks of waste from different areas around the village. Towards the end of the event the Barnsley Chronicle came out and with consent took images of what was achieved and the volunteers taking part. The article was a very positive promotion of the results achieved working together.

Working with Yorkshire Building Society Volunteers

Volunteers recruited and trained

Working with new volunteers from the Yorkshire Building Society on Shrewsbury Road, Penistone to scrape footpaths free of weeds and moss and clean up the bench area. The business contacted our team directly to offer their help. Great results achieved, and the 3 Fryers Fish and Chips shop donated free chips and a drink to those working with us.



Other Reportable Progress this Quarter

We were contacted by residents in Penistone who had surplus tools to donate.

Unfortunately family members had passed away, and they wished to tools to be used by the community. We collected the tools, thanked them for their generosity, and stored the tools at our business depot for use by groups and individuals when needed.



COVID 19

COVID 19 – Changes commenced Monday 16th March 2020

A change of service was implemented to safeguard staff and others.

Following government guidelines, and postponements implemented for the Great British Spring Clean, we classified any volunteer engagement as none essential activity.

Time will be utilised working independently whilst tidying areas of blight within Barnsley. Targeting areas we have identified which will primarily benefit the training/ qualifications of our apprentices and further upskilling of staff.

As a private organisation we implemented social distancing, and structured staggered start times, working flexibly with staff to support their overall health and wellbeing.

Groups who chose to continue with their activities and required our assistance are supported by working before/ after their activities, but in all cases independently. Tools and equipment are not to be loaned out in any circumstance.

Due to some members of staff having a lower immune system/ being classified as higher risk, we also placed a blanket ban on all face to face meetings which they are involved with, until further notice.

All work experience placements are cancelled/postponed.

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 agreed that £70k was made available from 2018/9 Penistone Area Council fund allocation to set up a 'Supporting Vulnerable and Isolated Older People Fund' (SVIOP). 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 last quarter of the initial 12 month grant funding to January 2020. At the Area Council meeting on October 3rd 2019 a decision was taken that although the SVIOP grants are making a good impact, benefit would be gained from extended delivery for a further 12 months to allow much of this work to complete and embed.

Age UK Barnsley- Penistone Social Inclusion Project

1st January to 31st March 2020

Introduction

This report is for the Penistone Social inclusion Project that aims to address loneliness and social isolation among older people in the electoral wards of Penistone East and Penistone West and it covers the period from 1st January to 31st March 2020. 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 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.

Due to the outbreak of the COVID-19 virus many core activities have been suspended since the middle of March until further notice. However, the SIW's have been providing a COVID-19 support service to older, vulnerable people in the community. Further detail is provided in this report.

Service Promotion and Activity

We continue to promote the service through circulation of the project leaflet, social media, events and word of mouth. We have increased the number of posts to the Age UK Barnsley Facebook page and we also share with Your Penistone Community Forum, Community Action Penistone and SOPPA pages. We have established a good relationship with Sheila Weber of the Barnsley Chronicle who has covered the Men in Sheds project 3 times in this quarter.

We also continue to promote the project and its activities through 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 regularly contribute articles to the St. John's Church and St. Leonard's, Wortley.

Summary of involvement across the grants

2020	Quarter 4			Quarter 1			Quarter 2			Quarter 3		
	Existi ng	Ne w	Tot al	Existi ng	Ne w	Tot al	Existi ng	Ne w	Tot al	Existi ng	Ne w	Tot al
Volunteer Hours	435	503	938									
Total no of volunteers in all roles across all 3 Lots	58	6	64									
Total No of interventi ons with service users			177									
Total no of older people engaged across all 3 Lots			97*									

- ***This figure is lower than expected due to not having had any one-off events in this period due to bad weather. Also, some activities planned for the last 2 weeks of March had to be cancelled due to COVID-19 restrictions.***

LOT 1: Social Action and Volunteering

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

Referrals

The SIW has received 7 new referrals in this quarter, 6 of them from social services and 1 from a family member. Out of the 7 referrals, the SIW registered 1 male with the Dial a Ride service, referred 3 of them back to social services because Age UK Barnsley were unable to meet their individual needs, 1 person's circumstances changed before the SIW could conduct an assessment and the other 2 people have become service users who we will be supported through the good neighbour scheme.

Signposting

The SIW signposted 2 people to the CAB service at Penistone Town Hall so they would receive advice with issues concerning heating and housing benefits.

Volunteers

There are currently 23 volunteers working with individuals within the Penistone and surrounding areas. Two new volunteers have been recruited this quarter, one of them as a good neighbour and the other as a community car driver. One of our existing good neighbours has also completed training with Dial a Ride, thus giving us an extra driver for the community car scheme, however, one driver has had to terminate her services as a volunteer driver due to ill health.

Through consistent communication and feedback from volunteers, the SIW has identified the need to provide ongoing training opportunities that will equip them effectively in their volunteer roles.

We are an ageing population and this brings many issues such as bad nutrition, mental health problems such as dementia, as well as age related health conditions. Most of our volunteers will encounter some, if not all of these conditions when visiting socially isolated people, so the SIW felt it important to source appropriate courses that will give them the knowledge to deal with issues should they arise.

A range of free courses was offered to all volunteers and 9 of them have enrolled onto level 2 accredited qualifications in the following subjects:

Dementia

Common Health Conditions

Mental Health

Nutrition & Health

Walk Leader Training

The SIW has seen first-hand how exercise has a positive effect both mentally and physically, no matter what age you are. Some of the people we support within the social inclusion project are able to get about but need a gentle push to do so. With this in mind, the SIW aimed to trial a couple of small walking groups, one in Oxspring and one in Silkstone. The SIW contacted the recovery college in Barnsley and they agreed to train some of the existing volunteers, (including the SIW), to be lead walkers. Five of our volunteers put themselves forward and the classroom based training took place on Monday 2nd March. A practical assessment still has to be arranged and as soon as this is complete, the SIW will move forward and arrange some trial walks.

Adapted Ping Pong Activities (APPA)

Last autumn the SIW received training on how to adapt Ping Pong to make it inclusive for all and provide some physical activity and mental exercise in order to breakdown social isolation. Many older people sit around doing very little, so making it accessible to all, gives more people an opportunity to “stretch” themselves physically and mentally. The SIW was invited to trial the activity with the Healthy Life Group at Tankersley and was positively received by all. There

was much fun and laughter and as a result of such positive feedback, the SIW has been asked to return in the near future.

Afternoon outings

During this quarter the SIW has attempted to take out different services users on a range of outings and these have included:

- 3 ladies taken to lunch at the potting shed at Silkstone
- 3 ladies taken to weavers court afternoon tea and chat, including a presentation from Sheffield Museums
- 7 ladies taken to a new craft session at Penistone library, followed by lunch at Café Crème, then onto Weavers Court for afternoon tea and chat. This also included a video of Barnsley Youth Choir. On this occasion, the SIW was assisted by 2 of our community car drivers
- 3 ladies taken to Silkstone Church coffee morning

Due to the coronavirus, all outings have been cancelled for the foreseeable future

Service Users

One new service user has been signed up this quarter and she is now receiving support from a volunteer good neighbour. The SIW continues to include lonely and socially isolated service users in the Pen Pal scheme and those who have participated have really enjoyed the experience.

Wellbeing/Loneliness measure

Overall, the measures have been difficult to quantify due to some service users not being able to make a judgement because of having dementia, or they have been unwell and this has affected how they feel on a given day.

The SIW has been able to conduct 4 reviews this quarter and in all but one case, the scores have been affected by underlying health issues as previously mentioned. A brief explanation is shown below:

Wellbeing results:

In one case the scores remained the same but this is due to the person's health deteriorating since the last review, leaving the person less able to do things independently. In two cases the wellbeing score was lower and this is a direct result of underlying health issues since the previous review. And finally, in one case, the scores improved and this is as a direct result of 1:1 intervention from a good neighbour volunteer.

Loneliness results:

In two cases, the scores remained the same whilst the other two were lower. This shows that interventions from volunteers does have a positive impact and in ALL cases, each person confirmed that they felt less lonely than they did before these interventions.

The SIW continues to receive very positive feedback from relatives and friends of the people we support.

Quotes from service users/family members

“Hi Sharon, just wanted to say thanks for taking Mom out last week, she couldn’t remember going out when I went to see her that night but I found that she’d written a lovely note when she got home saying how much she’s enjoyed herself, so that was great.”

“ You are so very kind, I bet people think about taking their own life if it wasn’t for people like you visiting people like me, I’m so very grateful that you find time to visit me.”

“Thank you so much for not giving up on me, I know it could have been so easy not to bother, what with all my ailments but I want you to know how grateful I am.”

Coronavirus update

Due to the current restrictions imposed by the government, all contact has been restricted to telephone only since the middle of March. The SIW and current volunteers continue to support isolated people by making regular telephone contact to have a chat and listen to any worries they may have concerning the current situation. Furthermore, a spreadsheet has been set up to ensure any vulnerable adults whose support network is disrupted due to the virus, can be supported with basic shopping needs and collection of medication. This is currently being coordinated between Age UK Barnsley head office and the SIW’s for Penistone.

In addition, the SIW has contacted all next of kin to reassure them that contingencies are in place, should they have to self-isolate and are unable to visit their relatives.

Areas for development

The areas of focus remain the same – Silkstone, Silkstone Common, Ingbirchworth and Crowedge. We have also identified Hood Green and Stainborough as an area to focus on as we have not engaged with any older people in these villages. An opportunity has arisen to work with the Hood Green and Stainborough Parish Council to plan some activities at the earliest opportunity. An intergenerational activity had been planned at Silkstone with the local brownie group but this has been cancelled and we will re-arrange it at the earliest possible opportunity. All work is now on hold due to the COVID-19 lockdown and it will resume as soon as possible.

Information and Advice

As in previous quarters we have provided 7 hours per week of Information and Advice Worker time. At each home visit, or benefit check undertaken, the client's financial situation is discussed, including looking at fuel poverty, eligibility to Warm Homes discount etc. Follow up work has been completed with 19 existing clients. This includes finding out the outcome of benefit work previously completed and identifying and carrying out further benefit work as necessary.

The total estimated gains through benefits for the period is £31,378.16.

19 service users have been seen of which 10 are male and 9 female.

The majority of service users in this quarter are in the 80-89 yrs age group.

Type of advice given - benefits 17, housing 1, Energy 1.

4 advice sessions were delivered at the home of the service user and 1 in the main Barnsley office.

In the Penistone area, there are 7 clients with outstanding benefit work. This means that they first were referred or enquired to the service quarter, and home visits were planned, but have had to be cancelled or rearranged due to the COVID-19 restrictions and working guidance. Therefore, the benefit work itself will take place in this coming quarter. From that work, the adviser would gather the age and ethnicity data, hence the gaps in reporting for some of those clients.

This work will now take place either via telephone appointments, with the adviser completing the forms over the phone with the clients (or family with consents in place) and sending the forms out for the clients to sign and send off. Alternatively, there is a mock template of the benefit forms that can be sent out to clients or family if they wish to complete them themselves.

Community Car Scheme

The last recorded journey was on 16th March after which the service was suspended due to COVID-19.

Up to this date there have been 124 Community Car journeys undertaken in this quarter made by 13 individuals, the majority being aged in their 80s and 90s – the oldest being 93 years and the youngest 76 years.

In Q3 we had been concerned that the number of Community Car journeys had fallen over the last few quarters. Looking into this we found that some car drivers and service users had started arranging journeys without going through Dial a Ride. This has now been rectified and the figures for this period up to 16th March show an increased number of journeys compared with the same period last quarter.

Car Drivers by Locality:

Locality	No of existing Drivers	No of new drivers this quarter
Millhouse Green	3	0
Penistone	2	0
Cawthorne		0
Ingbirchworth		1
TOTAL	5	1

1 existing volunteer who lives at Millhouse Green has now trained with Dial A Ride, so she has now been included in the above figures. 1 existing car driver who lived at Cawthorne, has now resigned due to ill health.

Locality of individuals referred to the service for 1:1 support	
Penistone	24
Silkstone	5
Silkstone Common	3
Hoylandswaine	2
Oxspring	2
Millhouse Green	1
Thurlstone	1
Thurgoland	2
Cawthorne	2
Ingbirchworth	1
TOTAL	43

Lot 1 Milestones	To be achieved by
First Quarterly Report (Q4)	April 2020 ACHIEVED
Project evaluation process undertaken to determine potential future needs for the area and suggested ways to address these.	January – April 2020. Findings complete by May 2020. Presented to Area Council June 4 th 2020 ACHIEVED
Volunteer recruitment and training	Ongoing
2 nd Quarterly Report (Q1) to include plans for future provision, potential for funding and sustainability beyond current grant contract	July 2020
3 rd Quarterly Report (Q2), Volunteer Review. Applying for grants etc, future funding sources	October 2020
4 th Quarterly Report (Q3). Final project report highlighting any future potential delivery beyond the scope of the existing grant.	January 2021

Lot 1 Outcomes and Indicators

Outcome Indicators	Q4 Target	Q4 Actual	Q1 Target	Q1 Actual	Q2 Target	Q2 Actual	Q3 Target	Q3 Actual	Project
Wellbeing Measure (WEMWBS)	No targets for this. Reported via narrative report and to include explanations of scores. Measured at outset of intervention and at exit points.								Average increase
Loneliness Measure (UCLA)									Average decrease
Number of existing service users 1:1	No target	24	No target		No target		No target		
Number of new service users 1:1	3	2	3		3		3		12
Number I&A Service Users	10	13	10		10		10		40
Community Car Journeys	50	124	70		85		85		290
Afternoon Outings	3	4	5		6		6		20
Number Volunteers <i>Existing , active volunteers</i>	18	26	4		5		5		32
Number of new volunteers ; <i>Includes befrienders/good neighbours/car drivers</i>	2	2	2		2		2		8
Safe home referrals	No target – recorded for information								Number recorded

Lot 2 – Community Activities

Focus on smaller communities

Pilley

The Healthy Life group continues to meet weekly and the numbers have remained constant at 13. An adapted Ping Pong session was trialled and it was run by the SIW for individuals and assisted by a volunteer. It was a fun activity that involved all members and they have asked for a repeat visit at a future date.

However, meetings were suspended from 18th March due to COVID-19. Members received a phone call from the SIW to make sure they were well and to let them know that support was available through the service should they be in need of any shopping or medication.

Wortley

The Afternoon Social group continues to meet weekly with an average number of 9 people attending. Some of the regulars have suffered illness in January and February, preventing them from attending. The group meetings were suspended from 18th March due to COVID-19 and the SIW contacted the group leader to make sure that members were being supported by their community and to provide alternative contact details for other sources of support should they be needed.

Crow Edge, Carlecotes, Dunford Bridge

A meeting of the new group had been arranged for 31st March but this had to be cancelled due to the COVID-19 lockdown. The SIW contacted the people involved and supplied information on sources of support and contact details should they be needed.

Summary of activities that have taken place in this quarter up to suspension of services from 18th March.

Activity	Frequency	Locality
Tea & Chat, Weavers Court	Monthly	Penistone
Healthy Life Group	Weekly	Pilley (Tankersley Welfare Hall)
Wortley Afternoon Social	Weekly	Wortley
Tai Chi for over 50's	Weekly	Penistone
Craft Session	One-off	Penistone

Men in Sheds

The group has been fully operational since January and 2 sessions per week were being run up to the suspension of activities from 18th March due to COVID-19.

There are a total of 16 members, 12 men have completed membership forms and 4 are in progress and a steering group of 5 has been set up. There are a number of other men who have expressed an interest in joining but have yet to return their member forms. An average of 6 men are attending each session. Links have been made with Twiggs Garden Services and they asked for some wooden hearts to be made to identify wild flower grass verges. A number of bird boxes have also been made to be located in community wild life areas. These were two good starter projects to get people involved in working together. A local business at Birdwell has offered a supply of wood on a regular basis – this was as a result of posting a request on Community Action Penistone. The men are now starting to feel comfortable with each other and to form friendships.

Work will resume as soon as COVID-19 restrictions are lifted.

New groups/activities

- Places on the Tai Chi group have been in demand and funding from the Penistone Round Table enabled a further block of classes to be booked from mid-March through to the end of the year. As with all activities, this group has been put on hold until further notice.

Penistone Pen Pals

The second lot of letters from Penistone Grammar School were almost ready for collection when the school had to be closed due to COVID-19. We are still identifying older people to receive the letters, cards and drawings that were done by the pupils of Thurgoland Primary School. These activities will resume as soon as possible.

Barnsley U3A

Since the meetings were suspended due to COVID-19 lockdown the group leaders have been keeping in touch through Facebook and different groups connect on WhatsApp. The Art group, Crafty Chat and MOTO will all move to the scout hall on Wentworth Road when meetings resume as it will give them more space so that they can take more members and meet for an hour longer.

There are 12 active groups as follows and showing the number of members:

Pastry group 6, Board games 9, Patchwork projects 16, Social History 12, West Africa 6, Vintage Social 12, MOTO 16, Paramount Group 8, Art group 16, Crafty Chat 10

Walking group 15.

The Crown green bowling has yet to meet this season but they have averaged 10 members meeting for coffee once a month during the off season.

Planned activities

Planned activities remain uncertain due to the COVID-19 lockdown. Once restrictions have been lifted we will re-organise all meetings and events that had to be cancelled. This includes an official launch of Men in Sheds, setting a new date for the Love Later Life event and we will also set a date for the Winter Warmth and Wellbeing event in autumn. We would normally be arranging seasonal activities such as Easter related gatherings and afternoon teas but again these are on hold for the time being.

Lot 2 Milestones	To be achieved by
Quarter 1 Report completed	April 2020 ACHIEVED
Men in Sheds formal Launch	January 2020 POSTPONED – DATE TBA
Love Later Life Event	May 12 th 2020
2 nd Quarterly Report (Q1) and Priorities for 2020-21 to Area Council. Plans made for future provision and funding	July 2020
3 rd Quarterly Report (Q2), Volunteer Review. Applying for grants etc.	October 2020
Delivery of Winter Warmth and Wellbeing Event	Autumn 2020
4 th Quarterly Report (Q3).	January 2021

Lot 2 Outcome Indicators	Q4 Target	Q4 Actual	Q1 Target	Q1 Actual	Q2 Target	Q2 Actual	Q3 Target	Q3 Actual	Project
New Activities/ Groups <i>Sustainable groups with some level of health and wellbeing outcomes</i>	1	1	1		1		1		4
Health focused Events <i>One off events that promote health and wellbeing</i>	1	1	1		1		1		4
Wellbeing Measure of group participants (WEMWBS)	<i>To be reported within the narrative report. No target. Measure based on scores taken at the start and finish of attendances at sessions. This will apply to any new</i>								Average increase
Loneliness Measure (UCLA) of group participants	<i>activities/groups where a base line can be established.</i>								Average decrease
Number of volunteers involved <i>Includes new and existing volunteers</i>	4	1	2		2		4		12
Number of intergenerational activities/opportunities for young people to volunteer	2	0	2		2		2		8
Number of young people volunteering for activities		0							No target
Men in Sheds existing members.	15	15	15		15		15		No target
Men in Sheds new members	2	1	2		2		2		8
Number of new participants involved in community activities	5 (seasonal adjustment)	2	30		45		45		125

Lot 3- Creating and Managing Responsive Networks

Community Forum – SOPPA (Supporting Older People in the Penistone Area)

- 2 meetings have taken place in this quarter: 16th January, 20th February and the one due on 19th March was cancelled.
- There are now 13 members of the group.
- Meetings are currently suspended due to COVID-19 but members will continue to work together on the Age Friendly Penistone initiative and planning of the Love Later Life event as soon as restrictions have been lifted.
- **Age Friendly Penistone**
The Age Friendly Overseeing Group met on 24th January and 21st February to look at the outcome of the AF survey and to help formulate the Action Plan which will be finalised

at the next SOPPA meeting and delivery of the plan will start as soon as possible following the lifting of COVID-19 restrictions.

Lot 3 Milestones	To be achieved by
Quarterly Report 1 and Age Friendly Action Plan produced	April 2020 ACHIEVED
Age Friendly Penistone action plan promoted at Love Later Life event	12 th May 2020
Actions identified and work started to deliver on Age Friendly Action Plan	May 2020
Presentation to Area Council and priorities for future work	June 4th 2020
Quarterly Report 2 and review of Action Plan progress	July 2020
SOPPA group to plan for event 2 Winter Safety	Autumn 2020
Quarter 3 Review of SOPPA network and develop plan for future sustainability of the group Develop sustainability plan for Age Friendly Penistone actions to be taken forward Quarterly report	Autumn 2020 Autumn 2020 October 2020
Quarterly Report 4 to include sustainability plan	January 2020

Lot 3 Outcome Indicators	Q4 Target	Q4 Actual	Q1 Target	Q1 Actual	Q2 Target	Q2 Actual	Q3 Target	Q3 Actual	Project
Number of SOPPA group meetings held per quarter	1	2	1		1		1		4
New people/group representatives attending SOPPA	1	1	1		1		1		4
Action Plan Overview Meetings- Age Friendly Steering group		2							As required
Age Friendly Businesses signed up.	0	0 *	5		8		7		20
Dementia Awareness courses delivered	0	0 *	1		1		0		2
Number of Volunteers supporting business sign up		0 *							No target
Number of Volunteer Hours		0 *							No target

***These figures are due to the Age Friendly work being suspended due to COVID-19**

Social Inclusion Project - Plans for Quarter 1

Most regular work and activities are on hold until the COVID-19 lockdown has been lifted and the focus has shifted to providing support for the most vulnerable service users. A register of vulnerable persons has been set up and volunteers and/or staff members have been assigned to deal with requests for assistance which have mostly involved picking up shopping and prescriptions for those older, vulnerable people in self-isolation as well as anyone who would normally be housebound. Our team of regular volunteers are still active unless they themselves fall into the vulnerable category due to age and/or health conditions. We have also received offers from new volunteers who have not been involved previously with the project and two of these have participated in welfare calls and collection/delivery of shopping.

Below is a summary of work undertaken during the COVID-19 lockdown period for Penistone & Surrounding areas between 18th & 31st March 2020

Q4 - support provided during COVID-19 lockdown	Welfare Calls 1:1 service users	Welfare Calls group members	Shopping pick up	Prescription pick up	Other assistance
	34	21	5	3	

The above numbers represent additional support we have provided to vulnerable adults in the community and are in addition to the normal interventions we report on in each quarter. Since the launch of our COVID-19 support plan, there is a greater awareness within the community of how AgeUK Barnsley can support vulnerable older people and we expect these numbers to increase in the next quarter, particularly for shopping and prescription pick ups.



 	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. Satisfactory performance has been achieved and funding continued during the first of the two year funding agreed to cover the period January 2019 to end of December 2020. The report information below covers the first quarter of the second year of funding approved for DIAL from the Working Together fund for 2019/2020

Project Highlights

- **10** face-to-face sessions held
- **58** residents have received face-to-face advice
- The average number of residents attending a session is **5.8**
- The highest number of residents attending a session is **8**
- **1** form completed by telephone
- **4** residents given telephone advice

- The total **actual** amount of unclaimed benefit income generated through the sessions to date is **£33,235**
- The total **projected** amount of unclaimed benefits generated through the sessions to date is **£73,199** (this includes claims waiting for a decision)
- For every £1 invested from the Penistone Working Together Fund the project has brought **£ 30. 21** into the area * actual amount of unclaimed benefit income generated divided by one quarter's grant payment
- Volunteers have given **89** hours of their time to support this project which equates to a volunteer investment of **£1208**
- **1** new volunteer and **3** existing volunteers supported the project

Project Outcomes

- **94%** of residents attending the sessions reported feeling less anxious as a result of speaking to our advisor
- **68%** of residents attending the sessions reported feeling more able to deal with their own affairs
- **75%** of residents reported feeling their health and wellbeing had improved 3 months* after receiving support from our advisor

Analysis of Benefit Income Gain

Period	Actual	No of claims awaiting decisions/not known
Quarter 1	£33,235	34
Quarter 2		
Quarter 3		
Quarter 4		
Total	£33,235	34

Breakdown of Enquiries

No. of Residents Attending Sessions

Month	Qty
January	28
February	19
March	11
March (alternative provision)	5
Total	63

Analysis of Presenting Issues

Issue	Specific Issue	No of Enquiries
Benefit Appeals	Appeal Prep	2
	Mandatory Reconsideration PIP	6
	SSCS1 DLA	1
	SSCS1 PIP	8
Total		17
Benefits	Attendance Allowance	3
	Benefit Check	7
	Council Tax Support	1
	Disability Living Allowance	1
	Disability Living Allowance Child	4
	Employment and Support Allowance	8
	Housing Benefit	1
	Industrial Injuries Disablement Benefit	1
	Pension Credit	1
	Personal Independence Payment	16
Universal Credit	3	
Total		46
Disability Information	Blue badge	1
Total		1

(alternative provision 17/3/2020 – 31/3/2020) offered to Penistone Area Council residents i.e. telephone support Mon - Thurs 9am - 4pm and pre bookable appointments for benefit form completion.

Case Study

Before DIAL

Miss G is 32 years old and has severe physical disabilities and as a result of an industrial injury is unable to deal with her own affairs.

Advice given by DIAL

Miss G attended our Penistone outreach with her mother who is her appointee. DIAL undertook a comprehensive benefit check and advised her to start claims for Employment and Support Allowance, Personal Independence. Miss G returned to our outreach and DIAL helped her to complete all the benefit claim forms.

After DIAL

Miss G was awarded the enhanced rate on the mobility component and standard rate on the daily living component from her claim for Personal Independence Payment. Her claim for contribution based Employment and Support Allowance was also successful and she was placed in the support group. Her claim for Industrial Injuries Disablement Benefit was also successful.

Acknowledged outcome

Miss G feels less anxious now she has more money to live on and her health and wellbeing has improved as a result of this.






Miss G said

“I feel a lot happier now I know my money is sorted out and I don’t need to worry as much”

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	

Penistone Area Council provided funding for a 6 month pilot project which in response to information received about a high demand from Penistone residents for support from CAB in central Barnsley. The project, funded through Penistone Area Council’s Working Together grant funds, provided two advise sessions per month 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. Satisfactory outcomes from the pilot, confirmed there was a need and a further application for funds was received and approved to run the service for a further 12 month period. The report below provides information for the seond quarter of the new funding from the beginning of January 2020 to march 2020 (just into the Pandemic lock down period and changes to delivery away from face to face contact)

PROJECT OUTCOMES

Project Outcome	Intervention/ activities that will contribute to achieving project outcome	Target	Progress
Outcome 1 Increased access to local advice	<ul style="list-style-type: none"> • Suitable accessible venue secured • Offer advice via drop in advice sessions • Number of client contacts • Fast track warm referrals to other CAB services 	<ul style="list-style-type: none"> • 1 local venue (Penistone Town Hall) • 24 Sessions in 12 months • 60 client contacts in 12 months • 12 referrals in 12 months 	Completed 5 sessions delivered, one cancelled due to Christmas 18 Client contacts to date 3 this quarter
Outcome 2 Improved health and wellbeing	<ul style="list-style-type: none"> • Clients report via ongoing client survey 	<ul style="list-style-type: none"> • 65% report positively by the end of the project 	

Since the beginning of April 2019, when the funding period began, the project has seen a total of 63 client contacts. The clients have been assisted at Penistone Town Hall via 21 four hour advice sessions, which take place every 2nd and 4th Wednesday of the month. Due to government guidelines in light of the COVID19 crisis, the second March face to face session was postponed and replaced by our Adviceline and EMail service. During this quarter up to the 11th March when face to face contacts were undertaken, 9 client contacts were undertaken and since the 11th March 2020 we have had 8 client contacts via the telephone and digital means.

Project totals to date, the adviser has assisted clients to manage debts of £29,694 and claim benefits of £74,191. The adviser has supported with a total of 144 unique issues of which 33% were benefits, 22% Universal Credit, 8% employment, 6% debt, 6% health and community care, 5% consumer issues, 4% relationships and family, 4% travel, 3% financial services and capabilities, 3% housing and 6% other issues.

During this quarter (Jan - Mar 2020) the adviser has assisted clients to claim an additional £19,608 of benefits. These benefits were distributed amongst 7 different clients with an average gain of £2,801 per client.

This quarter clients accessed this advice service for support with a variety of different issues including benefits, debt, housing, travel, consumer issues, relationships, immigration and asylum and discrimination and hate crime, and **since the 12th March we have also assisted a number of clients where the Corona Virus has impacted on their lives.** Further analysis of our Casebook recording system shows that we have dealt with a total of 30 unique issues. Of these 30% related to benefits and tax credits, 23% Universal Credit, 13% debt, 10% housing, 7% travel and transport, 3.5% consumer, 3.5% relationships and family, 3.5% immigrations and asylum 3.5% employment and 3% discrimination, hate and GVA.

88% of clients presented with a disability or long-term health condition. Helping clients to claim the benefits they are entitled to and to manage their debt and money 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.

During this quarter we assisted clients to claim an additional £19,608 of benefits which shows an investment return of £21 of benefit gain for every pound spent on this project.

We are unable to deliver face to face support to Penistone clients at the present time due to the COVID 19 virus, however we continue to support clients through our Adviceline and digital services.

MILESTONES

MILESTONE	TARGET DATE	PROGRESS/ ACHIEVED
Confirmation of Staff	Staff already in place	100% Complete
Confirmation of venue	1 st October 2019	100% Complete
Liaise with venue staff	1 st October 2019	100% Complete
Update publicity material	1 st October 2019	100% Complete
Start phase 2 of service delivery	9 th October 2019	100% Complete

Recruit and train volunteers	ONGOING	Ongoing
Submit quarterly monitoring reports	Jan 2020/ Apr 2020/ Jul 2020/ Oct 2020	Ongoing
		Ongoing
Client Surveys	ONGOING	

1. QUARTERLY PROJECT TARGETS

Activity/Intervention	Quarter 3		Quarter 4		Quarter 1		Quarter 2		Total
	T	A	T	A	T	A	T	A	
Number of advice sessions delivered	6	5	6	5	6		6		24
Number of client contacts	15	18	15	17	15		15		60
Number of fast track referrals made to other CAB services	3	3	3	0	3		3		12
Improved health and wellbeing									65% report positively by end of the project

Case Study

Client has a number of health conditions and is currently under a sanction for failing to attend an appointment regarding their benefit claim. Client is recorded on the DWP system as a vulnerable client but had been sanctioned prior to the current shutdown, due to failing to attend an appointment at the Jobcentre, regarding the benefits. Advised client to request a Mandatory Reconsideration of the sanction applied due to their vulnerability and also that the DWP confirmed that there was a lack of medical evidence about the client's condition recorded on their case records. Furthermore, confirmed with the client that, due to the current COVID19 situation, the DWP are suspending all unnecessary face to face contacts. It is anticipated that the client will win his Mandatory Reconsideration and have the benefit reinstated which will include benefits of approximately £100 per week.



 	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 it’s 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 final quarter of the second year of funding to support this project. Progress for this quarter is satisfactory, but had to be adapted towards the end of the quarter in order to respond to the COVID-19 pandemic. An interim extension to this contract has subsequently been agreed during the pandemic period to enable the service to continue through to the end of the next quarter, which will be reviewed at the end of the quarter one period 2020/21.

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 	273 pax per week
Outcome 2 Removing loneliness and isolation	<ul style="list-style-type: none"> Reaching out to those who are unable to access mainstream transport 	<ul style="list-style-type: none"> 120 pax per week 	273 pax per week
Outcome 3 Integration of the community	<ul style="list-style-type: none"> Promoting a community bus service that is open to all 	<ul style="list-style-type: none"> Number of new groups reached per quarter. 	Regularly attending events and coffee mornings.
Outcome 4 Activating volunteers	<ul style="list-style-type: none"> Mobilising volunteers locally to help promote the service and ascertain important feedback 	<ul style="list-style-type: none"> 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 target
	T	A	T	A	T	A	T	A	
Number of people using the service	480	3398	480	3559	500	3521	500		
No of new passengers quarterly		232		218					
No of volunteers involved locally in promoting the service	5	7	5	7	5	5	5		
No new groups worked with by volunteers	3	3	3	3	3	3	3		
No of passengers consulted	50	50	50	50	50	50	50		
% Income generated to sustain service	40	30	50	40	75		80		

PENISTONE LOCAL LINK 25 - INFORMATION REPORT - JANUARY 2020

Service 25

Since the launch of the Penistone Local Link, number 25, in September 2017 the service has grown well ahead of expectations. The service is well established and continues to grow. We are now looking at potential options for further growth. We are hoping to achieve this by:

- Working with SYPTE to help develop a more integrated network of bus services around Penistone
- Potentially extending the hours of operation on service 25 to offer more travel opportunities
- Renewed publicity and printing of a fresh timetable publication to distribute locally

Service 25A

Since launching new service 25A last September we are pleased to report the service is becoming established. The 25A provides additional journeys for Millhouse Green and Thurlstone as well as Dunford Bridge and Crow Edge. This service also offers an additional daily link between Holmfirth and Penistone. We are also looking ways to develop new services for the outer laying areas of Penistone such as Thurgoland and Crane Moor. We are in discussions with Parish Councils and local groups about this.

Driving Communities Forward

In the autumn we launched our plan for the next 5 years – ‘Driving Communities Forward’. This plan is delivered in partnership with HCT Group, the largest provider of community transport in the UK. We were delighted that members of Penistone Area Council were able to attend the launch. The plan is about developing community bus services in the South Pennine area including Penistone and Stocksbridge. You can view the document at: www.southpennineconnect.co.uk/drivingcommunitiesforward.htm

CTA Awards

During November 2019 we attended the Community Transport Association Awards in Manchester. Whilst we didn't win the award of Community Transport Provider of the Year, we are ranked in the top 3 throughout the UK.

New Partnerships

We are always looking to develop new partnerships in the community. We will continue to work hard at maintaining our current partnerships whilst seeking to open new relationships. One of our goals from our 'Driving Communities Forward' plan is to work with community rail. Penistone has a very active community rail group in the Penistone Line Partnership. We are looking to work in partnership with PLP to help enhance local bus and train services.

South Pennine in the News!

For the second time in the space of a year our services featured on television news. Our model for providing low cost, sustainable bus services was shown in a wider piece about bus services on ITV Calendar News.



COVID – 19 pandemic response (mid -March onwards)

The quarter 4 period saw the start of the impact of the COVID-19 pandemic, including full lock down for all sections of the community from March 23rd. Inevitably, the operational work of both the area team and contractors funded by Penistone Area Council was forced to change and adapt, with priorities changing to ensure that all the community, but especially our most vulnerable residents could remain safe and well during this period.

Volunteer responders.

Responding to the essential needs of those unable to leave their homes became the priority for communities across Penistone and led to a number of parish, village and neighbourhood initiatives led by volunteers. The area team has provided co-ordination and support to these initiatives as well as a major role in the training and deployment of 19 BMBC Community Responder Volunteers to meet the needs of those contacting the Emergency COVID-19 contact centre via BMBC.

Nine community led initiatives started within the first 3 weeks of the lock down period including; Love thy penistone, High Hoyland Parish , Cawthorne Parish , Thurgoland Parish, Oxspring Parish , Wortley Post Office and Church, Ingbirchworth volunteers, Hoylandswaine volunteers, Huskar Helping hands (Silkstone Parish), all providing shopping support and be-friending. Other more informal support has also been given at a neighbourhood level. The full extent of the volunteering during this period is difficult to determine, but is estimated to be in the hundreds.

Area Council Contracted Service Delivery.

All contracted services funded by Penistone area council have adapted and flexed their usual means of delivery. For Age UK this has been a shift towards providing essential shopping and be-friending support to those over 50 who are most vulnerable due to underlying health conditions or age, and having no near-by support from family or friends. Both the DIAL and CAB information and advice services transferred away from face to face contact to telephone or online services. The Twiggs Clean and Tidy contract has provided support to BMBC neighbourhood services to assist with specific waste management needs resulting from staff shortages, as well as continuing to provide support

in maintaining green areas normally maintained by volunteers. Some of the outcomes from these adaptations are referred to in this report under each of the service reports.

Further outcomes are referred to in the presentation to Area Council which accompanies this report and will be detailed in the quarter one performance report (April – June 2020).

BARNSELY METROPOLITAN BOROUGH COUNCIL

**Penistone Area Council
July 23rd 2020**

**Report of the
Penistone Area Council Manager**

Penistone Area Council Procurement and Financial update report

1.0 Purpose of Report

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

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

1.2 The report outlines the agreed current priorities for Penistone Area Council 2019/2020 and highlights the need to review these in light of the outcomes of the Covid-19 pandemic

1.3 The report outlines the 2020/2021 financial year position for Penistone Area Council and current budget update, outlining available finance to support with Covid-19 recovery for the Penistone area.

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 from within this report, and agree a revised timescale for the review of this service.

2.3 That members receive the update and current financial position of the Penistone Working Together Fund, and consider the potential likely demand on these funds.

2.4 That members note the updates on the new Clean and Tidy contract started in April 2020 from within this report.

2.5 That members note the current position of Penistone Ward Alliance Funds and priorities for spend in light of the support needed with recovery from the Covid-19 pandemic

2.6 That Members note the existing Area Council priorities and consider the need to review these in light of potential localised need resulting from the impact of the Covid-19 pandemic.

- 2.7 **That members consider the use of the Penistone Living as a future means of communicating the work of the area council**
- 2.8 **That Members note the current position for the 2020/21 budget and available funds to support with Covid-19 recovery planning.**
- 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 Although performance has been noted as satisfactory through quarterly monitoring reports, members at their workshop on July 11th 2019 requested that futher information on activity was presented by Age UK to PAC at its meeting on 1st August 2019.
- 3.5 Following presentation and update from Age UK at PAC on August 1st it was noted that current projects delivered through the SVIOP grants are making a good impact but that benefit would be gained from extended delivery to allow much of this work to complete and embed.
- 3.6 At the Penistone Area Council 3rd October 2019, members agreed to allocate additional funds of £70k (£17,500 from the 2019/20 Area Council commissioning budget and £52,000 earmarked from 2020/21 budget) to enable an extension of 1 year to contracts within this grant fund.
- 3.7 At the PAC meeting of February 13th Members agreed to receive a full review of the service provided by Age UK at the meeting of 4th June 2020 to help determine any potential future options for meeting this priority. As a result of the impacts of the Covid-19 pandemic, the PAC meeting was unable to receive this. It now recommended that members receive the service review from Age UK at a workshop to be held before the

next PAC meeting scheduled for October 1st, to consider any likely future need for a service of this type and allow time for the procurement of such.

- 3.8 During the Covid-19 period the current contract has been flexed to be able to respond to the immediate needs of the crisis. Until then all 3 grant contracts were performing satisfactorily. The outcomes of changes in delivery during the crisis period will be presented at this meeting with further detail to follow in the quarter one report and proposed workshop with Age UK.

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 agreed to support the continuation of the Penistone Working Together Fund. It was recommended that the remaining **£32,038** of the Penistone Area Council 2016/17 commissioning budget be allocated to the Penistone Working Together fund and that **£50,000** from the 2017/18 commissioning budget be allocated to continue the fund for 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 agree 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 At the Area Council February 14th 2019, following a priority review workshop in January 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 was carried forward for spend within the 2019/2020 financial year.

- 4.8 At a PAC forward planning workshop with members on July 11th 2019, members gave further consideration of the Working Together Grant fund and it was agreed 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.
- 4.9 At the Area Council meeting of 1st August 2019, members therefore agreed to an allocation of an additional £50k to the Working Together Fund from the Area Council commissioning budget in order to attract further projects to the funds in support of PAC priorities, providing a working total of £ 64,596.
- 4.10 At the Area Council meeting of 3rd October members were advised of two pending applications to the grant funds totalling £12,774. Members are advised that the grant panel approved only one of these for the CAB debt service and has asked for further information in support of the Young people's mental health project. The current total remaining for allocations is therefore £61,030.
- 4.11 At PAC meeting of December 3rd 2019 , members noted the remaining amount and potential to utilise this in support of applications to support young people, pending outcomes from a workshop to be held to discuss this further in March 2020.
- 4.12 Members are advised that no further applications have been received for this grant to date, although the current funding to support the South Pennine Bus services finished at the end of June.
- 4.13 Members also need to be aware that funds to support the CAB debt advice service are due to cease at the end of September, however members may wish to consider this as part a recommended review of priority spend to support the COVID-19 recovery process as referred to at 7.7 within this report.

4.14 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)	£ 9,700.00
CAB Barnsley (Information and Advice Debt support 6 month Pilot to Sept 2019)	£ 2,115.00
South Pennine Community Transport CIC Service Delivery contribution 2019/20	£ 14,000
Barnsley CAB debt advice service operational costs to September 2020	£ 3566
Total Allocations to date	£ 209,456
<i>Current Amount remaining for allocation (NB any remaining balance to be carried forward following review of funds at the end of the financial year 2020/2021)</i>	£ 61,030
<i>Applications to Working Together grant currently pending</i>	
<i>Penistone FM 'Talk.Just Talk' young people project</i>	£ 9208

5.0

5.1

Clean, Green and Tidy Service

5.2 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.

Twiggs Ground Maintenance Ltd were successful in being appointed as the preferred provider and started their contract on the 1st November 2017.

- 5.3 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.
- 5.4 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.
- 5.5 Following a presentation given by the Twiggs service of performance to date at the PAC meeting on June 13th 2019, members were made aware that the contract was due to end in November 2019. As a result members approved spend of £40,836. to waive contract procedure rules in order to extend the current contract to the end of the financial year 2019/20
- 5.6 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.
- 5.7 At PAC 1st August 2019, members approved for delegated responsibility to the Executive Director, Communities, in liaison with a PAC Working Group, for approval of 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 procurement process and budget availability.
- 5.8 Following a robust procurement process, in which members participated, Twiggs Grounds Maintenance Ltd were successful in being appointed as the preferred provider and started their contract on the 1st April 2020 at a cost of £100,000 for this year from within the current area council budget allocation.
- 5.9 A final report for the previous contract is provided in the PAC quarter 4 performance report, which demonstrated satisfactory performance overall.
- 5.10 The current Clean Green and Tidy service contract started during the lock down period for Covid-19 and as a result it has been agreed to flex this to meet immediate needs during the crisis period. The outcomes of this will be presented as part of this meeting and within the quarter one performance report.
- 6.0 **Ward Alliance funding**
- 6.1 A Ward Alliance fund allocation of £20,000 was made available outside of Area Council Funds for the financial year 2019/2020
- 6.2 At PAC meeting 3rd October 2019, Members approved an additional sum of £10k (£5k per ward) from within the area council funds 2019/2020 to support any likely increased uptake of funds over the next 6 months.

- 6.3 A further additional funding allowance of £10,000 per ward (£20K) was subsequently approved to all Ward alliances outside of Area Council funds, following PAC decision of 3rd October 2020.
- 6.4 Members were made aware at PAC on 3rd December 2019, that should future demand dwindle for ward alliance funds, they may wish to consider returning the additional amount allocated to PAC funds.
- 6.5 At the end of the financial year 2019/20 £16,970.05 remained with the Ward Alliance funds which was carried forward to the current financial year.
- 6.6 A Ward Alliance fund allocation of £20,000 was made available outside of Area Council Funds for the financial year 2020/21 which when added to the underspend provided WA funds of £36,970.05 at the start of the current financial year.
- 6.7 Members are reminded that as a result of the current Covid-19 pandemic, it was agreed that any spend against Ward Alliance funds must meet the immediate needs to support the community during the crisis. Two applications have so far been approved during this period totalling £1277.40.
- 6.8 A total of £35,962.65 remains in the WA funds for the current financial year. This will be available to spend against COVID-19 priorities which the Ward Alliance may wish to consider following the recent community group consultation exercise carried out on behalf of the Ward Alliance.
- 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.
- 7.5 Members received findings from the PAC priority consultation exercise carried out with residents over the summer at it's meeting of 3rd October 2019. On the basis of these findings it was agreed that current PAC priorities are maintained going forward, and that any future spend should reflect these.

- 7.6 At the extraordinary meeting of the Penistone Area Council on June 4th 2020, members were presented with information in relation to initial outline recovery plans for the Borough in the wake of the Covid-19 crisis. It was recommended that Area Councils review existing priorities to ensure that they might impact on both local need, and contribute to the wider recovery priorities for the borough. To assist in this process, further information is available within this meeting in relation to the emerging outcomes from local responses.
- 7.7 It is recommended that members consider PAC priorities in light of information pertaining to outcomes from the current crisis to date, and that a workshop is held to enable members to decide on future likely spending implications.

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 has been included in the August 2019 edition of Penistone Living
- 8.3 At PAC meeting of December 3rd 2019 Members agreed for further PAC updates to be included in the edition of Penistone Living scheduled for February 2020. Members are advised that up to 6 pages have been made available for this edition and draft content has been agreed with the Area Chair. Publication will be made available on 21st February 2020.
- 8.4 At PAC meeting of February 13th 2020 Members were asked to consider whether they may wish to continue to use Penistone Living to communicate area council and ward alliance activity. As a result of the PAC meeting of April 9th cancellation no decision has been taken on spend for this, and members are asked to re-consider whether they wish to take any decision forward to use this media for communications. Further investigation into the current status of this publication will be needed in the wake of the covid-19 crisis.

9.0 Finance Update

- 9.1 At the end of the financial year 2019/2020, there was a budget allocation of £178,171, giving a total amount of **£21,829** remaining which has been carried forward for spend within the 2020/21 financial year.
- 9.2 A further underspend of **£93,396** has been identified within the Area Council's budget resulting from cumulative underspend on contracts which failed to draw down allocated funds at the outset of Area Council budgets in 2014. It has been agreed that this amount may be brought into the new 2020/21 PAC budget allocation of £200,000.

- 9.3 Area Council decisions taken in 2019 agreed the allocation of **£100k** for the provision of the Clean and Tidy service starting on April 1st 2020, and **£52K** remaining costs for the Supporting Vulnerable and Isolated Older people grant fund extension to be allocated from the current budget.
- 9.4 The current amount available for allocation of spend from within this year's budget is therefore now **£163,225**

2020/21 Budget allocations

Approved spend items in operation in 2020/2021	Current approved expenditure from 2020/2021 budget
New Clean Green and Tidy contract	£100,000
Supporting Older people Fund extension	£52,000
Total	£152,000
Current Total remaining from base budget of £ 200,000	£48,000
Underspend from 2019/20 budget	£21,829
Underspend from cumulative lack of draw down from allocated spend	£93,396
Total available for spend	£163,225

9.5 Penistone Area Council full budget summary for previous years to 2020/2021 allocation

PENISTONE AREA COUNCIL - COMMISSIONING BUDGET FINANCIAL ANALYSIS - 2014/15 TO 2019/20					Commissioning Budget 2017/18		Commissioning Budget 2018/19		Commissioning Budget 2019/20		Commissioning Budget 2020/21	
Contract Name	Delivery Body	Start Date	Length of Contract	Total Cost of Contract	Budget	Spend	Budget	Spend	Budget	Spend	Budget	Spend
Base Expenditure					£200,000.00		£200,000.00		£200,000.00		£200,000.00	
Base Expenditure plus underspend from previous year					£279,679.00		£292,417.00		£263,358.75		£315,224.75	
Countryside Skills Training	Growforest	01-Oct-14	1 yr	£100,000.00								
Countryside Skills Training Extension	Growforest	08-Sep-15	6 months	£54,600.00								
Clean & Green	BIMBC	01-Nov-15	18 months	£160,000.00								
Clean & Green extension					£15,974.00							
Working Together Fund	Various			£270,486.00	£50,000.00	£58,393.00	£18,448.00	£42,349.00	£50,000.00	£17,655.00		
Allocation to Ward Alliances/DWB 15-16	N/A	Aug-15		£40,000.00								
Allocation to Ward Alliances 16-17	N/A	Apr-16		£20,000.00								
Reducing Isolation in older people	Age UK				£17,500.00	£17,500.00	£52,000.00	£52,000.00				
Public Health Funds	Age UK								£3,820.00	£3,820.00		
Supporting Older People Fund	Various			£70,000.00					£70,000.00	£70,000.00		
Supporting Older People Fund ex		Jan-20		£70,000.00					£17,500.00	£17,500.00	£52,000.00	
Community Magazine distribution costs	Various			£6,724.00	£3,362.00	£3,362.00	£3,873.00	£3,873.00				
Allocation to Ward Alliances 17-18	N/A			£10,000.00	£10,000.00	£10,000.00						
Allocation to Ward Alliances 18-19				£20,000.00			£20,000.00	£20,000.00				
Allocation to Ward Alliance 19-20				£10,000.00					£10,000.00	£10,000.00		
Clean & Green 2017/18 (Y1)	Twiggs	TBA		£98,007.00	£98,007.00	£98,007.00						
Clean & Green 2017/18 - extension Nov 19 (Y2)	Twiggs	Nov-18	12 months	£40,836.25			£40,836.25	£40,836.25	£57,171.00	£57,171.00		
Clean & Green 2017/18 - extension April 2020 (Y2)	Twiggs	Nov-19	11/1 April 2020	£32,670.00					£40,836.00	£40,836.00	£100,000.00	
Penistone Living Inserts		Jun-19	One off	£2,664.00					£2,664.00	£1,152.00		
Income												
Public Health Monies	Healthier Communities	Jun-19		-£3,820.00					-£3,820.00			
Expenditure Incurred In Year					194,843	187,262	205,157	229,058	178,171	148,134	152,000	0
What funds are available					5,157	92,417		63,359		115,225		200,000
Earmarkings (to Include C/F & unspent allocation)						92,417		63,359		115,225		315,225
Actual spend for year						187,262		229,058		148,134		0
Balance including Any Base Expenditure Not utilised in Previous Financial Year												

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