

Public Document Pack

MEETING:	North East Area Council
DATE:	Thursday, 26 November 2020
TIME:	2.00 pm
VENUE:	VIRTUAL – CONNECT REMOTE

AGENDA

- 1 Declarations of Pecuniary and Non-Pecuniary Interests

Minutes

- 2 Minutes of the Previous Meeting of North East Area Council held on 24th September 2020 (*Pages 3 - 6*)

Ward Alliances

- 3 Notes of the Following Ward Alliances with Feedback from each Ward Alliance Chair (*Pages 7 - 20*)
Cudworth – held on 19th October 2020
Monk Bretton – held on 6th November 2020
North East – held on 8th October 2020
Royston – held on 7th September 2020

Performance

- 4 The North East Area Council update about the Young People's initiatives with Ad Astra
Michelle Cooper will update Members about the work of Ad Astra with young people across the communities of the North East Area Council.
- 5 North East Area Council Project Performance Report - update on the delivery of commissioned projects (*Pages 21 - 38*)
- 6 NEAC Financial Position and Procurement Update (*Pages 39 - 40*)
- 7 Report on the Use of Area Council Budgets and Ward Alliance Funds (*Pages 41 - 46*)
- 8 Staffing Update

Items for Decision

- 9 Report of the North East Area Council about the Community Traineeship commission (*Pages 47 - 72*)
20201126 NEAC Traineeship Specification - Appendix A
20201126 NEAC List of Streets - Appendix B
- 10 Report of the North East Area Council about the Environmental Enforcement Commission and Service Level Agreement (*Pages 73 - 74*)

To: Chair and Members of North East Area Council:-

Councillors Hayward (Chair), Cheetham, Cherryholme, Ennis OBE, Felton, Green, Higginbottom, Houghton CBE, Makinson, McCarthy, Richardson and Wraith MBE

Area Council Support Officers:

Lisa Smith, North East Area Council Senior Management Link Officer
Caroline Donovan, North East Area Council Manager
Rachel Payling, Head of Service, Stronger Communities
Elizabeth Barnard, Council Governance Officer
Cath Bedford, Public Health Principal - Communities

Please contact Elizabeth Barnard on email governance@barnsley.gov.uk

Wednesday, 18 November 2020

MEETING:	North East Area Council
DATE:	Thursday, 24 September 2020
TIME:	2.00 pm
VENUE:	VIRTUAL

MINUTES

Present

Councillors Hayward (Chair), Cheetham, Cherryholme, Felton, Green, Higginbottom, Houghton CBE, Makinson, McCarthy, Richardson and Wraith MBE

63 Declarations of Pecuniary and Non-Pecuniary Interests

The Chair welcomed participants, the Press and the public to the meeting, highlighting that this meeting was to be streamed live over the internet and that a recording would be available on the Barnsley MBC website shortly after the conclusion of the meeting. There were no declarations of pecuniary or non-pecuniary interests.

64 Minutes of the Previous Meeting of North East Area Council held on 23rd July 2020

The meeting considered the minutes from the previous meeting of the North East Area Council held on 23rd July 2020.

RESOLVED that the minutes of the North East Area Council held on 23rd July 2020 be approved as a true and correct record.

65 Notes of the Following Ward Alliances with Feedback from each Ward Alliance Chair

The meeting received notes from the Cudworth, Monk Bretton, North East and Royston Ward Alliances held throughout July and August 2020. The following updates were noted:-

Cudworth - PPE and hand sanitising equipment has been sent out to organisations across the ward. It was reiterated that help is available to all organisations. Veg boxes have been distributed and seasonal activities such as pumpkin carving/soup making are planned – these will be live streamed. Preparations are underway for winter warming packs. Thanks were expressed to all volunteers and staff from Bow Street for the wonderful work they have done in such difficult times.

Monk Bretton – All 4 defibrillators have now been installed. Thanks were expressed to Vicky for help with the appliance at Sainsburys. The winter warmer packs are being put together. Work is underway to the memorial gates. It is hoped that the service on Remembrance Sunday will be live streamed.

North East – A few funding applications have been received as thoughts turn to Christmas. Tree planting has taken place in Grimethorpe. Lots of plans are on hold until the current situation becomes clearer, although some planning for next year is

taking place. 120 iris bulbs are to be planted in the shape of a rainbow as a thank you to all key workers. Thanks were expressed to Gt Houghton Youth group who had organised a scheme to deliver fish and chips, cream teas etc to local residents.

Royston – At the last ward Alliance meeting the Young People's 'Make our mark 2019' report was shared. The report is broken down into ward level and documents young people's thoughts, wishes and priorities. Work is underway with the targeted support youth scheme and the Youth Council to explore how this can be taken forward. Hanging baskets are now in place with winter bedding, with volunteers planting beds and planters up. Funding has been agreed for Christmas lights. Two Section 106 steering group meetings have taken place and went very well, with funding approved for Royston MUGA improvements, new litter bins and access steps for football at Rabbit Ings. The Scarecrows project in the village this year has been very well received by the local residents.

RESOLVED that the notes from the Ward Alliances be received.

66 Noth East Area Council's Private Sector Housing Management Initiative

Chris Platts, Private Sector Housing Management Officer was welcomed to the meeting to update Members about the North East Area Council's Private Sector Housing Management Initiative.

Chris explained that his role had changed over the last few months in unexpected ways. Rather than working door to door and carrying out visits he has been working from home and picking up reactive work, using emails, telephone and photographic evidence much more. Inspections have still been necessary (using full PPE) but have been more difficult. Mental health issues have come to the fore during the lockdown, with more than 30 families referred to other organisations and bodies for help and support. The majority of cases have now been sorted. Waste in gardens has been a problem due to people creating more food waste and undertaking DIY and garden projects. The closure of the waste and recycling sites meant that people were unable to dispose of their waste but now the sites have reopened formal enforcement action can recommence. Lots of work has been done with landlords on the waste and recycling issue. Chris has also worked closely with Berneslai Homes. Burning household waste is an offence and some community protection notices have been issued for this. It is likely that issues of disrepair, damp and mould will start to increase once the winter is upon us.

Chris outlined a case study of someone he had been working closely with for a number of months to illustrate the type of work he had been doing. Thankfully the person's situation was now improving thanks to Chris's intervention and joint working with other organisations and bodies. Members expressed their thanks to Chris for the valuable work he has done, and continues to do, in the community.

RESOLVED that

- (i) Chris be thanked for his attendance and contribution, and
- (ii) Members note the update.

67 North East Area Council Project Performance Report - update on the delivery of commissioned projects

The North East Area Council Manager introduced this item, highlighting progress regarding projects aligned to the agreed outcomes and social value objectives of the North East Area Council and specifically the Healthy Holidays initiative, the Exodus Project, the Ad Astra activity bags, happy wellbeing and science experiment bags and reading books and the work of the Gt Houghton youth club, who gave out lavender pots to residents in the village. It was also reported that Ad Astra are looking at working in partnership with the Area Team live streaming dance and craft projects over the October half term holidays with a Halloween/pumpkin theme.

RESOLVED that the update be noted.

68 NEAC Financial Position and Procurement update

The North East Area Council Manager introduced this item, updating Members regarding the commissioning budget and financial analysis for the period to 2020/21. It was reported that just over £30k is not committed. The Area Council Manager will keep members up to date with the financial situation.

RESOLVED that the update be noted.

69 Report on the Use of Area Council Budgets, Devolved Ward Budgets and Ward Alliance Funds

The North East Area Council Manager introduced this item, updating Members regarding the North East Area Council Budget and Ward Alliance Funds. It was reported that all Ward Alliances are flexing projects to meet the needs of the community during the Covid-19 crisis and action plans are being developed.

RESOLVED that the report be noted

70 Staffing Update

The Area Council Manager informed members that shortlisting had taken place for the Community Development post and that 10 candidates would be interviewed over the next few weeks. It was reported that the applicants were all of a very high calibre. It was also reported that the Performance Monitoring post will include contract evaluation and monitoring. The closing date for this post was last Friday and shortlisting will be carried out soon.

RESOLVED that members note the staffing update.

71 CVS Covid Hardship Fund across the North East Area Council

It was reported that the North East Area Team have worked closely with local community groups to help them to access the Barnsley CVS Covid Hardship Fund, which represents almost £19k of extra funding for groups. The fund was set up to support Voluntary, Community and Social Enterprise organisations who are struggling financially as they cannot hold events or fund raise due to Covid-19 and to

provide Resilience and Recovery Funding for the Third Sector. All groups applying for funding were asked to consider accessing free membership to Barnsley CVS as this will give them access to a wealth of information and support which will help them become sustainable. The North East Area Team have supported the following local community groups to access this funding stream: Grimethorpe Community Farm; Royston Scouts; Love Life UK Outreach; Great Houghton Village Hall Committee and New Options. Other commissions are currently being considered and members will be updated in due course.

RESOLVED that members note the report.

Chair

Item 3

Cudworth Ward Alliance	
Meeting Notes	
Meeting Title:	Cudworth Ward Alliance
Date and time:	Monday 19th October 2020
Location:	Virtual meeting

Attendees:	Apologies:
<p>Councillor J Hayward (Chair)</p> <p>Councillor C Wraith (vice chair)</p> <p>Janet Robinson</p> <p>Tina Heaton</p> <p>Pam Kershaw</p> <p>Joan Jones</p> <p>Jenni Baker</p> <p>In Attendance:</p> <p>Caroline Donovan – North East Area Council Manager</p> <p>Christie McFarlane – Community Development Officer</p>	<p>Councillor S Houghton</p> <p>Florence Whittlestone</p>

		Action/Decision:	Action Lead:
1.	<p>Pecuniary or non- pecuniary interests:</p> <p>None.</p>		
2.	<p>New Ward Alliance members and New Community Development Officer – update.</p> <p>Caroline informed members the interviews for a Community Development Officer have been completed. The post has been offered to a gentleman and we are now waiting for documents, proof of certificates etc.</p> <p>Christie and the new Community Development Officer will work together.</p>		
3.	<p>Notes of the previous meeting – Monday 14th September'20</p> <p>There were no issues arising.</p> <p>Christie informed members the £1,000 For the activity packs etc. has now been agreed by members to increase from £1,000 to £1,500.</p>		
4.	<p>Potential Projects:</p> <p>Christie has not yet got a final cost for the activity packs and will email the information out to members as soon as she has the final cost.</p> <p>Christie is also working with schools and nurseries to identify vulnerable families the packs may be useful to. There will be activities going out on the media with ideas of making soup, crafts, pumpkin carving, toffee/chocolate apples etc.</p>	Christie McFarlane	

	<p>Ad Astra will be doing a dance tutorial. Smiths will deliver the activity packs and veg boxes. They will be delivered on the Monday of the half term holiday. The Dearne will be working with us on this. Families should have everything they need for holiday activities. Councillor Hayward asked if there will be feedback. Christie said there will be feedback and that the packs will show they are funded by the Ward Alliance.</p> <p>Caroline informed members funding has been secured for Citizens Advice Bureau. And that they are looking to give additional weekly advice to people by telephone. We are now asking if the Ward Alliance will match fund up to £2,500 for this project. An increase of £500 since the last meeting. Caroline stated we are working with C.A.B and Public Health. There will be a video link to C.A.B for people to use. Tina asked if this would be additional hours for C.A.B Caroline replied saying it will be additional hours for C.A B</p> <p>Councillor Hayward asked how the winter warmer packs will be delivered. Caroline stated we will be working with Community Nurses, Berneslai Homes and Age UK. Councillor Wraith said we need to make sure these packs go to the people in need. Because when the packs have previously been delivered. Some people have been grateful to receive a pack but said they did not really need them.</p>		
5.	<p>Finance:</p> <p>Councillor Hayward asked what the situation is with the finance. Christie stated there is little change, except for what has been agreed by members, which is: - £1,500 for Activity packs, pumpkins etc. And possibly £2,500 for C.A.B.</p>	Christie Mcfarlane	
6.	<p>Funding Applications:</p> <p>There were no funding applications.</p> <p>Councillor Hayward stated people are phoning to ask what the funding criteria is. Christie said we can help people with funding depending on what people are asking for. For example, funding for large gatherings of people would not be available. If it were for room hire or a new laptop for their group, we would be able to support them.</p> <p>Councillor Hayward asked if there had been any contact about the flagpole for the St Johns war memorial area. Councillor Wraith said he has had no further information about the flagpole.</p>		
7.	<p>Correspondence:</p> <p>There was no correspondence.</p>		

8.	Compliments and Complaints: None.		
9.	Any other business: Jenni informed members she has been in touch with Birkwood School and Cherrydale School about the hand washing project. Both schools said they would like to wait until November. Councillor Wraith said they are hoping to get the banking grassed and the planters planted at the garden on the old public toilet site. Councillor Hayward thanked everyone for attending the virtual meeting and for their participation.		
10.	Date and time of the next meeting: Monday 23rd November 2020 virtual meeting at 10.30am Future meeting dates: Monday 25 th January 2021 Monday 8 th March 2021		

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Monk Bretton Ward Alliance

November 6th. @ Virtual Meeting

In attendance:

Cllr Steve Green. Cllr Ken Richardson, Tom Sheard, Sue Fox, Father Brian Bell, Father Blair Radford, Gemma Conway, Christie McFarlane.

1	Apologies: Cllr Vicky Felton, John Marshall, Gavin Doxey	Actions
2	Declarations of Interest: None	
3	Notes of the previous meeting: Moved as a correct record	
4	Project Feedback: <ul style="list-style-type: none"> Sainsbury's DE fib. Installed Footpath – looking at different funding and costings. Memorial Gate – awaiting installation. ½ term activities – report coming Winter Warm packs- Community nurses hold list, awaiting ward element, public health has information to put into packs. WA can add to list. 	
5	Ward Alliance Fund – applications received: <ul style="list-style-type: none"> Monk Bretton Crime & Safety Group- Agreed Monk Bretton Safety Surface- Agreed Monk Bretton CAB – Agreed in principle last meeting Friends of North East Area Family Centre – Need for more information, will be emailed round 	£203 £2240 £2326 CMcF
6	Funding & Finance: Spreadsheet circulated, actual costings have been obtained, will update for next meeting.	CMcF
7	Additional Items: <ul style="list-style-type: none"> Christmas Confirmation that Lundwood tree would be at Priory Campus, Social media switch on only – live switch on using one tree, 1st. week in December. Membership JM had reported having difficulty in attending meeting due to workload, it had been suggested a substitute, however this would be against our constitution, it was resolved that JM remain a member using email to comment on applications etc., it was felt having JM (Priory Campus) was important to the WA. Facebook Need to have Facebook page, Stairfoot WA had a good example, after discussion it was agreed to set up page. 	CMcF, SG
8	AOB: <ul style="list-style-type: none"> Hope Inn This had been raised seeking to turn it into a community pub, it was pointed out it had been sold already. Monk Bretton Park Entrance Concern was expressed at the worn state of the entrance pillars, Was the entrance listed? Replace or refurbish? it was suggested photos and costing be obtained, then seek S106 funding. Parking on grass verge outside St. Pauls – SG retorted that he was looking at solutions for this problem. 	KR, CMcf, FBR SG, CMcF

	<ul style="list-style-type: none"> • Xmas toy Appeal SG outlined Xmas toy appeal project and requested that the WA buy toys for the appeal - agreed 	WA
9	Date of Future meetings Next meeting will be held at 9:30 on December 18 th . It will be held Virtually.	

Meeting closed by SG at 10:30

NORTH EAST WARD ALLIANCE

MEETING NOTES

Meeting Title:	North East Ward Alliance
Date & Time:	Thursday 8th October 2020
Location:	Microsoft Team Meeting

On-line	Apologies
<p>Cllr A Cherryholme (Chair) Cllr J Ennis, Cllr L D Higginbottom</p> <p>Ms. D P Coates, C MacFarlane,</p> <p>Messer's M Fensome, R Archer, L Holt, A Hampson P Makinson,</p>	D P Coates

1.	Action/Decision	Action lead
<p>1. Notes of Previous Meeting</p> <p>The notes of the previous meeting were accepted as correct.</p> <p>2. Matters Arising</p> <p>None</p> <p>3. Ward Alliance Finance</p> <p>Copies of the accounts had been circulated by e-mail and CM informed members that the funding awarded at the previous meeting had been allocated</p> <p>4) Ward Alliance Funding Applications</p> <p>The following applications have been received for consideration</p> <ul style="list-style-type: none"> a) Shafton Parish Council – Picnic Tables £1,500 b) Shafton Parish Council – Spring Bulbs (£179.82) c) Brierley Residents Group – Flower Beds d) North East Ward Alliance – Vulnerable Families - £1,500 <p>CM outlined the Vulnerable Families scheme that was to be implemented by the other Ward Alliances within the North East Area Council, and the Ward Alliance members were asked to consider if it was appropriate, applicable</p>	<p>Noted</p> <p>Agreed</p> <p>Agreed</p> <p>Agreed</p> <p>Agreed</p>	<p>''</p>

<p>and suitable for consideration in the North East Ward Alliance.</p> <p>The projects aim is to supply vulnerable families with food and children's activity packs, supplemented by Online streamed activities such as Cook along, craft activities, and Dance workshops, during the Half Term holidays.</p> <p>Following discussion on the issues below</p> <ul style="list-style-type: none"> • What fresh fruit and veg are in each box? <i>A selection of different fruit and vegetables, and the boxes would also include a pumpkin. A photograph will be sent to the Ward Alliance members.</i> • What the costs are (£15 or £25) and who is the supplier? <i>The £25 boxes would be given to larger families with more than three children. The fruit and veg boxes are being supplied by a Barnsley greengrocer to support the Barnsley pound.</i> • What is actually to be printed by whom and at what cost. <i>The recipe cards, activity booklets, and project instructions will all be printed. The cost for this will be paid for through the North East Area Council.</i> • What the items are to be supplied in the arts and crafts? <i>Various Halloween crafts in little individual packs</i> • How families would be identified per village <i>Through the Children's Centre and local Schools</i> <p>It was agreed that</p> <ol style="list-style-type: none"> a) 50 boxes would be produced and distributed as follows, Grimethorpe to receive 20, with the other 3 wards receiving 10 each, b) That families benefiting would be identified through the Primary Schools and mechanisms used in the other Alliances. c) Other options to increase the number of boxes, include different suppliers, and develop the scheme overall etc. would be investigated for future consideration, as the current timescale was not sufficient or practical for such work to be undertaken at this time. <p>5) Ward Alliance Action Plan Update</p> <p>No Change, however, CM informed members that given the current Covid regulations etc. it will be necessary to review it due to the changing public environment and the way in which services can be delivered</p> <p>6) Any Other Business.</p> <p>PM asked if there had been any response from the South Yorkshire Community Foundation regarding accessing the Wind Farm funding.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Agreed</p> <p>;</p>	
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<p>Cllr AC informed members she had been invited to sit on the Panel in March but had not heard anything since due to the lockdown.</p> <p>Cllr JE expressed concern that funding was only available to registered Charities and not grass roots community groups etc. This needed addressing.</p> <p>Cllr DH informed members that information used to be provided on where the funding had been allocated and that occasionally it had been awarded to groups/organisations outside the defined area.</p> <p>Cllr AC made members aware of the help available to those affected by the Covid virus as follows.</p> <p>Struggling Families and those on Income Support Help Line 01226 77510</p> <p>Loss of job laid off and struggling with knowing what to do and where to start. Help Line 773870 -787787 option 3</p> <p>9) Date and Time of Future Meetings</p> <p>Thursday 19th November 202</p> <p>The meeting may be by Video link, but members will be informed nearer the time of any change.</p>	<p>Cllr DH to take up with D P Coates a member of the Panel</p> <p>Noted</p>	
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Royston Ward Alliance
6pm Monday the 7th September 2020
Via Microsoft Teams

Present	Councillor Caroline Makinson (Chair)
	Councillor Pauline McCarthy
	Councillor Tim Cheetham
	Kevin Copley
	John Craig
	Gemma Conway
	Graham Kyte
	Bill Newman
	John Openshaw
In Attendance	Christie McFarlane, Community Development Officer

1.0	Apologies	Action
	Kevan Riggett	
	John Clare	
2.0	Declarations of a pecuniary and non pecuniary interest	
2.1	Non declared	
3.0	Correspondence and Communications	
3.1	None to report	
4.0	Notes of Previous Meeting	
4.1	Members agreed that the notes of the previous meeting held on Monday the 13 th July 2020 were a true record.	
5.0	Matters Arising from the notes	
5.1	Defibrillator , it was agreed to progress the installation at the Grove.	
5.2	Filey Avenue Car Park , No progress to date.	
5.3	Railway Station Application to be submitted to next round of funding in November.	
5.4	Shop Fronts a shop at bottom Millgate Street has new shop front installed today.	
5.5	Royston Park Storage use of container or tennis pavilion, members agreed to a site meeting.	
6.0	Make Your Mark 2019 Review	
6.1	The Community Development Office gave an update on the project and its outcomes. Across the North East Area the top three issues raised were, 1, Protect the environment, 2, Mental health and 3, Put an end to knife crime. The top local issue for the area Council was The effect of drug use in communities. Issues raised at Outwood Academy, Carlton were 1, Protect the environment, 2, Mental health and 3, Tackling hate crime. The top local issue was Young Peoples access to transport (the offer).	

	It was agreed that the Ward Alliance should engage with young people extending an invitation to the Ward Alliance.	CMc
7.0	Project Updates	
7.1	Dial , Report due at end of September	
7.2	<p>Green Spaces The chair gave an update on the work of the volunteers and the sessions held in the park. Ad Astra have also held sessions within the park. Members have also been supporting Royston Watch volunteers on their regular litter picks.</p> <p>The Wells jet washing a date will be arranged</p> <p>Park members raised concerns at the damage to trees in the orchard by vehicles used to empty the waste bins. It was reported that grass in the orchard is now being cut by the local authority.</p> <p>Footpaths the footpath past the new development on Park Avenue is still an issue, the chair agreed to progress.</p>	<p>KC</p> <p>CM</p>
7.3	<p>In Bloom, it was reported that the Hanging Baskets should be installed this week.</p> <p>John Craig gave an update on the project; letters to volunteers are to be distributed. The project will be unable to work with schools on the Beds in the Park.</p> <p>It was agreed to move one of the planters on the Wells ready for the installation of a memorial bench.</p>	CMc
7.4	<p>Canal John Clare submitted a written report prior to the meeting.</p> <p>Since the last meeting I am glad to say we have caught up with the work needing doing. We managed to get the rangers to give the Royston side paths a cut along the length, and we have had a few work parties last month.</p> <p>These included two in the boat. We took most of the dead tree out, which was opposite the disabled peg and cut back other far bank trees along the Royston side.</p> <p>The new path on Carlton has only needed the farmers side clipping and a little work up towards Shaw Lane. We have a bit more weed growth than we would like but with Covid we couldn't treat it in April/May but no real problem.</p> <p>We have had our share of fly tipping, but thanks to Christie this as been removed fairly quickly. I would also like to thank Christie for her help in us being able to distance ourselves from, and explain the rubbish being put on Face book by a disgruntled member. People are now aware this site is nothing to do with the club and I can only apologise to anyone who read the filth he was putting on. The Angling Trust (our insurers), Environment Agency and Pike Club GB are all aware of the facts, so it is dealt with.</p>	

7.5	<p>Section 106 Notes of the meeting held on the 10th August were distributed to members prior to the meeting. The next meeting of the group is on the 22nd of September at 10am via Microsoft's "Teams".</p> <p>Band Stand a quote was obtained to replace the missing flame flowers in the panels around the band stand, it was agreed to support the installation from Ward Alliance funds.</p>	
7.6	Events Group , due to the current crisis all events are on hold.	
7.7	<p>Christmas Lights 10 new lights have been ordered. It was agreed to contact shops benefitting from the Shop Fronts Scheme to sponsor a light.</p> <p>It was agreed to allocate funds to fix plaques to the lights "Supported by Royston Ward Alliance".</p>	
7.8	Principal Towns , no update.	
8.0	Area Council	
8.1	Currently having staffing issues with David Gill retiring and the recruitment process currently underway.	
9.0	Funding Opportunities	
9.1	None to report	
10.0	Ward Alliance	
10.1	Finances members were updated on the Ward Alliances Finances.	
10.2	<p>Application Applications No applications received</p> <p>Band Stand Replacement of missing Flame Flowers at a cost of £459.13 plus VAT. Members agreed to support through Ward Alliance funds.</p> <p>Christmas Light Plaques, members agreed to utilise balance of funds allocated to Christmas Lights project for the addition of "Supported by Royston Ward Alliance" to each light.</p>	
11.0	Any Other Business	
11.1	<p>Great British Spring Clean. It will now take place from the 11th September.</p> <p>Co operative/Wells embankment, questions were raised on the ownership of the embankment currently maintained by Royston Green Spaces volunteers. Information received indicates it is owned by the Co op, it was agreed to contact the co op seeking permission to maintain the site and ask that trees on the site are maintained.</p> <p>Pavilion award Members were shown a draft presentation to be used at the national awards ceremony where the pavilion has been short listed.</p>	
12.0	Date of next meetings	
12.1	Monday the 26 th October 2020	
	The meeting closed at 19:30	

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NORTH EAST AREA COUNCIL Project Performance Report

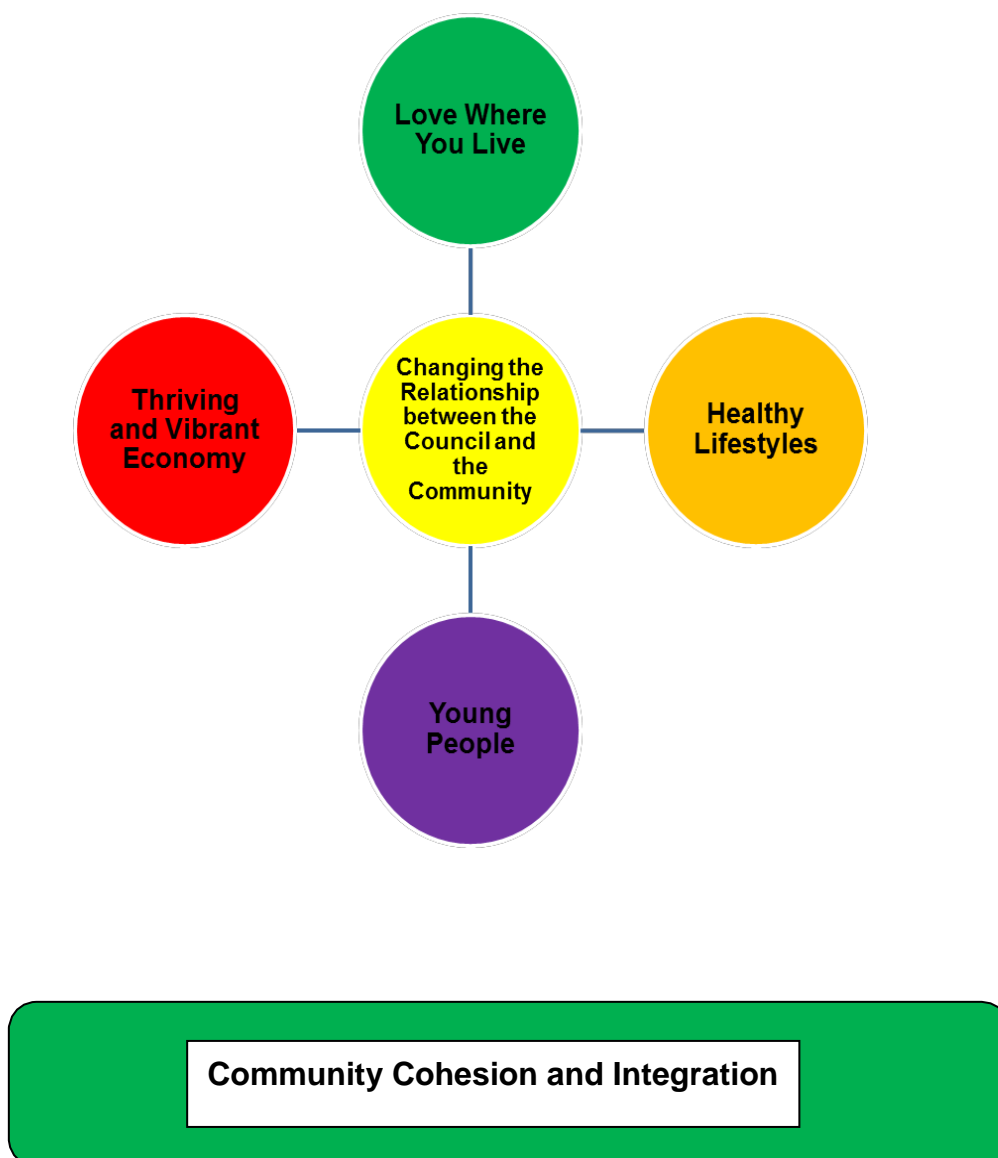


**Veggie Boxes and
Halloween Activities
October Half Term 2020**



Introduction

The North East Area Council Priorities



The North East Area Council

The table below shows the Providers that have now been appointed to deliver a series of services that address these priorities and deliver the outcomes and social value objectives for the North East Area Council. It can be noted that several projects are still in the development phase.

	Service	Provider	Contract Value/length	Contract start
Love Where You Live	North East Environment Team - Cudworth and North East	Barnsley Community Build	£135,000 18 months (extension granted April - June 2016)	1st September 2014 Contract complete
Love Where You Live	North East Environment Team - Monk Bretton and Royston	Barnsley Community Build	£135,000 18 months (extension granted April - June 2016)	1st September 2014 Contract complete
Love Where You Live	Environmental Enforcement	Kingdom Security	£91,990 21 months	4th August 2014 Contract complete
Love Where You Live	Environmental Enforcement	BMBC Enforcement and Community Safety	£18,883 21 months	1st April 2016 Contract complete
Love Where You Live	Environmental Enforcement	Kingdom Security	£55,796 Per annum (+1 + 1 year + 1 year)	1st April 2016
Love Where You Live	Environmental Enforcement	BMBC Enforcement and Community Safety	£10,800 (+1 year + 1 year + 1 year)	1st April 2016
Love Where You Live	Environmental Enforcement	District Enforcement	£60,000 Per annum (+1 + 1 year + 1 year)	1st April 2019
Love Where You Live	Environmental Enforcement	BMBC Enforcement and Community Safety	£20,000 Per annum (+1 year + 1 year + 1 year)	1st April 2019
Love Where You Live	Parks Equipment	BMBC Parks Services	£10,000 £7,000 £10,000 £5,000	1st April 2014 1st April 2015 1st April 2016
Love Where You Live	Biodiversity Project - Hedgehogs	Various	£2,000	9th June 2016

Thriving and Vibrant Economy	Rapid Response Team	Barnsley Community Build	£24,000	1 st August 2015 Contract complete
Thriving and Vibrant Economy	Apprentices and Employability	Barnsley Community Build	£245,00 (+1 year + 1 year + 1 year)	1 st July 2016
Thriving and Vibrant Economy	Private Sector Housing Management Officer	BMBC Enforcement and Community Safety	£35,000 Service Level Agreement+ £800 Safety Equipment	June 2016
Thriving and Vibrant Economy	Undergraduate Placement	Leeds University	£18,500	September 2016 Completed

Young People	Summer Holiday Internship 2015	C&K Careers	£45,000 18 months	9 th March 2015 Contract completed
Young People	Summer Holiday Internship 2016	C&K Careers	£31,550 18 months	1 st March 2015 Contract Completed
Young People	Youth Development Grant	Local Community Groups and Organisations	£130,00 ongoing	3 rd October 2014
Young People	Dance and Theatre Performance	QDOS	£9,000	November 2015 Contract completed

Health Lifestyles	Older People's Project	Royston and Carlton Community Partnership	£20,646 9 months	1 st December 2015 Contract
Healthy Lifestyles	Shopability	Barnsley Community Foundation	£7,824 6 months	1 st September 2015 Contract
Healthy Lifestyles	Fit Reds	Barnsley FC	£19,655 18 months	1 st October 2015 Contract
Healthy Lifestyles	Fit Me	PSS Health Trainers	£11,600 18 months	18 th September 2015 Contract

Healthy Lifestyles	Stop Smoking Community Outreach	South West Yorkshire Partnership	£30,000 12 months	April 2018
Healthy Lifestyles	Social isolation and Dementia initiative	Age UK Barnsley	£30,000 with £5,000 match 1+1	July 2019

Changing the Relationship between the Council and the Community	Community Magazine	Corporate Communications	Community Magazine	December 2015
	Community Magazine	Community Magazine	Community Magazine	September 2016
and Community Cohesion and Integration	Volunteer Celebration Event	North East Area Team	£3,000	£3,000 completed

Part A Performance Monitoring

The following tables reflect the overview of performance of all the North East Area Council contracted services and projects. This includes performance data gathered for this Report as follows:

Age UK Barnsley

Quarter Two

1st July 2020 to 30th September 2020

District Enforcement

Quarter Two

1st July 2020 – 30th September 2020

North East Environment Team

Covid Lockdown Case Study

Youth Development Working Together Fund

The Exodus Project

Share your Story

**Part B Summary performance management report
for each service**

**Age UK Barnsley Quarterly Report for the North East Area Social
Inclusion and Dementia Project**

Quarter 2 1st July 2020-to 30th September 2020

This service is funded by the North East Area Council. There are two Social Inclusion Workers involved, Carol Foster and Sarah Hulme who together provide 1 FTE.

Covid 19 has severely impacted the delivery of this service, however a lot of other work has been completed. This change has resulted in some of our service targets for the year being unmet due to closures while other areas have been substantially exceeded, especially in terms of working with people on a one to one basis.

1-1 Working

The Team, continue to work into the community and have been busy supporting volunteers, shopping, delivering home based activities, telephone befriending, signposting, visiting service users while conforming with government guidelines, sourcing materials to establish activities and assisting service users to go out and be more independent.

Telephone befriending is still a vital component to this service as there are still a large proportion of the older people do not go out nor do they feel confident to do so. There is once again a lot of anxiety in case of another lockdown. We have now the knowledge and contacts should this arise and will be able to mobilise our team effectively and immediately. We therefore still have 87 people from lockdown on our data base who still want contact with us, and a large majority still want to be included in any activities that we provide.

We have sought advice from our Information and Advice team for 9 Service users this quarter and signposted 5 for more in-depth support.

In this quarter, through our conversations with older people, we are addressing two specific issues that are affecting people following lockdown, which are balance and mobility and mental wellbeing. We have a range of resources and referral points that we can share with older people who are experiencing issues. This includes Age UK and Mind booklets such as Staying Steady (falls prevention) and Dealing with Anxiety that we are sending out. AUKB has access to a whole host of useful literature which is accessible to people who are not online. We have reported this as a seasonal event in the outcomes for this service as we are unable to have large groups together and this is an alternative way of sharing information about resources and services with a lot of people.

Volunteers

We have 25 volunteers in the North East Area as at 30/9/2020, who still want to continue mainly telephone befriending. A large majority who stepped up during the lockdown have now returned to their normal day activities and returned to work.

Four were moved over from the community responders register. 8 have said, despite time restraints, they would happily step up should another Lockdown be imposed. A total of 216 Volunteer hours have been completed therefore a Social Value @ £13.53 per hour of £2.922 this quarter.

Groups and Activities

Feedback from the Service users is that they thoroughly enjoyed the series of 10 home-based activities that ended in August 2020 and were looking forward to the next lot in October. Older people had been able to choose up to 3 home-based activities out of a programme of 10. These included Craft, Exercise, Gardening, Foodies, Book Club, Creative Writing and Wildlife. On reflection delivering some of the activities delivered weekly was labour intensive but we were lucky to have help from volunteers and the Probation Services. Some of the creations are in the pictures below. A new calendar of events has now been established and work is now underway to promote this.



Many Community Groups and venues have not re-opened yet and indeed a large proportion of our service users, when asked, said they did not yet feel confident to return at the moment. We discovered that less than half of the people we are working with are online, so we have a challenge to reach older people within current Covid restrictions. We are trying very hard to come up with creative ways of enabling older people to stay involved and keep busy. We have been collaborating with Barnsley Museums, National Citizen Service (NCS) digital Service, Social Care, local businesses, Walking for Health, Social Prescribing and local community groups.

The walking group in Cudworth has started again and is welcoming new members. We are now planning and risk assessing a walk in Grimethorpe Red City with a view to also plan a walk in White City Woods. Members of the Cudworth Group are seen here waiting for their walk to start. We are ensuring that all groups and activities have Covid risk assessments in place.





We have established a good relationship with the Sector Specialist at Barnsley Museums who has at his disposal a huge range of memorabilia (see picture). This includes old postcards of Barnsley, reminiscence objects and a history pack of Cannon Hall. As well as offering this to individuals we can make this available to local history groups. We are now looking at area specific items that we can also use.

A new programme of home-based activities will be available starting in October that will be offered to all the older people that we are supporting. (see below).

Home Based Activities Menu

<i>Keep Active</i>	
Walking group Cudworth meet at library every Wednesday at 10.30am	
<i>Lockdown memories</i>	<i>Week commencing 12/10/20</i>
We will issue you with a small journal to write down your memories of lockdown, your feelings, moods, what you did to combat the isolation, were you grateful to anyone, who/or what helped you to cope with the lockdown, are you fearful it will happen again, would you do anything differently	
<i>Postcard Pen Friends</i>	<i>Week commencing 02/11/20</i>
We will match you up with a like-minded person based on your likes and dislikes, hobbies and interests. You will be asked to send a postcard, which we will provide, to your new penfriend and we will deliver it for you so that you don't need to post it. This will hopefully lead to a regular exchange of post cards and/or letters over a number of weeks bringing people together.	
<i>Start Sketching</i>	<i>Week commencing 12/10/20</i>
We will supply you with a drawing pad and pencils and arrange to collect your drawings at a later date. Sketch what interests and inspires you. No experience or	

skill is needed you don't need to be a Picasso or Lowry just doodle or pattern will do.	
<i>Food tasters club</i>	Week commencing 12/10/20
Every 4 weeks we will deliver to you locally sourced items such as Pork Pies, Fudge, Mince pies. It's up to you to then score them which you feel is the best!! We will announce the winner when we have gathered all the scores	
<i>Gardening</i>	Week commencing 26/10/20
You will receive a planter, a bag of compost and either some spring bulbs or winter pansies to grow. Please let us know which option you prefer. We will share instructions from a local expert in how to care for them.	
<i>Tasty Tea Bags</i>	Week commencing 12/10/20
Just for a bit of fun really - we will post you 7 different flavoured tea bags and see if you can guess the flavour.	
There will also be Scratch Art and Sweet Treat Activities.	

Events

No large group events are able to take place at this moment in time. In light of this we are delivering information through telephone calls and home delivery. We will be looking to hold a Winter Warmth promotion over the next quarter. We have the ever-popular thermometers that older people can use to make sure their rooms are an appropriate temperature but this year, they will have the North East Area logo on them. We will provide other seasonal information and resources.

Care Home Events

We are still not able to visit nursing homes; however, we have some items such as fans, wellbeing packs (see photo) provided by the NCS participants and packs from Barnsley museums re: Cannon hall including gifts etc. (photograph below). Planning for seasonal events is now in progress such as Parkin and Scratch art fireworks display, Memory lane productions will be live streaming a community pantomime, live streaming music and memories, Christmas treats. Postcards from Barnsley so residents can keep in touch with their family.



Dementia Friendly

Most of the businesses in the area signed up to be Dementia Friendly. In the absence of being able to carry out our usual Dementia Friendly work due to Covid, we are sourcing pocket size cards to distribute Page 29

Friendly Community? Many Community Activities have not yet reopened but some of the cards and our Dementia Friendly tool kit can be distributed to the group leaders as we understand that many of the group leaders do still keep in touch with the attendees.



The Next Steps

- Primary focus is to keep in contact with Volunteers and service users to reduce social isolation and loneliness
- Continue to look for activities that can still run safely within current restrictions
- To promote and distribute the activities and to keep people engaged
- To look at other ways of communicating with people who do not use social media
- Promote Winter Warmth, wellbeing and falls prevention

Age UK Barnsley Case Study

Title	Individual case study – Mrs X
Date	September 2020
Ward Area	Lundwood Monk Bretton ward
Summary	<p>This case study highlights the need for regular contact to enable us to gain trust and note any comments that the service user may disclose</p> <p>It also highlights the need for Inclusion Workers to be aware of other services that are provided in the area. To work with and support the other services offered within the BMBC area.</p>
Key Learning Points	<ul style="list-style-type: none"> • Utilise the BMBC community workers they are a good source of up to date intelligence • On befriending calls make a note of any comments that the SU may disclose as we may be able to solve some of the problems that they had not thought of • Read and save correspondence from other organisations • Be aware of what's happening in other areas. • Social media is also good for information gathering

Background

Mrs X has severe medical problems mainly with her breathing. This meant she was in the high-risk group and has been shielding during the initial phase of the lock down. Very independent she would sometimes mention her medical issues which she has not told her family about. She had become very anxious and was referred to us by a concerned neighbour. Although the neighbour did her shopping it was her mental health that was starting to suffer.

Having been hospitalised overnight she had not told anyone about this.

Mrs X received a weekly befriending call and the inclusion worker had built up a good relationship with her. Mrs X also has an ongoing eye problem which has worsened, and she mentioned that her eyesight has deteriorated she could no longer read which was her favourite pastime, so she had just given up. The Inclusion worker got some books from the library to see how she would get on firstly with the large print, she then contacted the local mobile library who deliver books to individuals' homes. A referral form was completed for her and a wide variety of large print books were available. Mrs x did have a tablet but only used it to facetime her daughter. Details of the digital champions were also issued to Mrs X to enable her to use the other features of the tablet which would keep her more connected and to use also digital books where the font could be enlarged.

Who was Involved:

Social inclusion worker, Library Service and Digital champions.

Any unplanned outcomes (Good or Bad)

The inclusion worker now has a better understanding of the library service and what they can offer.

Mrs x is now using her tablet more and has once again started to read which passes time for her.

Outcomes of Project

Mrs X has expressed her appreciation and now reads again. Not ready to go out yet this passes time for her she feels less anxious. Mrs X has now set up an e - mail account and has done a little online shopping, which makes her feel more independent and in charge of her own life.

What could have been done better

N/A

Age UK Barnsley Case Study 2

Title Individual case study – Mrs X

Date 6/10/2020

Ward Area Lundwood

Summary

This case study is about the impact that intervention with Age UK Barnsley had on someone who has been isolated during COVID19 owing to age and disability. Through telephone conversations, providing a home-based activity, inform about other services Age UK Barnsley offers, Mrs X has felt supported, less isolated and has maintained her positivity.

Key Learning Points

- Age UK Barnsley plays an important role in listening, referring/signposting to other services

- Respecting people's independence
- Having information to hand when needed is helpful ie information booklets and contacts for signposting.

Background

Mrs X was referred to Age UK Barnsley at the beginning of COVID19 for shopping as she has no relatives and her goddaughter was initially unable to do this for her. Mrs X is a positive lady and as an amputee and wheelchair user she would usually go out with support and meet people in the community. The lockdown made her feel more isolated, although she was still in touch with her goddaughter by phone. The social inclusion worker spoke to her about home-based activities being offered by Age UK Barnsley to help relieve the situation, and the possibility of a volunteer befriender. Her main concern was about her upper body strength and keeping herself fit. She was also worried about whether her goddaughter could contact her if she went into hospital.

Mrs X consented to being referred to the Information and Advice Service as well as having a telephone befriender.

Who was Involved:

Social Inclusion Worker, Age UK Day Centre Manager, Age UK Information and Advice Service

Any unplanned outcomes (Good or Bad)

- Mrs X found she enjoyed the telephone befriending and looks forward to the weekly phone calls.
- Information and Advice gave additional information about Power of Attorney.

Outcomes of Project

Mrs X benefited from a variety of services provided by Age UK Barnsley:

- Appropriate exercises provided through Age UK Barnsley which Mrs X said had improved her upper body strength and made it easier for her to get in and out of bed more easily.
- Information and Advice service was able to provide more advice than she had requested which helped her to make decisions about the future
- Mrs X is more likely to contact Age UK Barnsley for support and/or advice in the future

What could have been done better

N/A

District Enforcement

North East- Area Quarter 2 Report. Jul - Sep 2020

Overview.

The North East Area is contracted to 2 x officers, this equates to 962 hours over these three months of the Contract and achieved is 882 Patrol hours which is 91.68% contracted hours.

This quarter 145 FPN's and 27 PCN's for parking have been issued in the area (with a further 66 drive off's where the PCN was unable to be issued). 6 of the PCN's were voided, some of these due to Blue Badges being out of date, but an extension of 6 months was granted due to Covid -19 to allow the renewals to take place. It should also be noted that BMBC Parking services are now back operating in the North East area and they too have issued a number of PCN's in the wards which are not included in this report.

133 of the FPN's issued have been for littering offences and 12 for dog fouling offences. (Cigarette litter accounting for 74.83% of the Offences, which is again well below the national average and slightly down on the same period last year). The Officers concentrate their patrols around intelligence led information from the North East Council, the Neighbourhood tasking process and also from complaints on the street/the community at large. There have been 12 tasks received from the Area Council/Neighbourhood Services up to date this quarter reference public complaints. 5 of which, direct action has been taken with either a FPN's issued or a Warning given. Operations are on-going and all areas continue to be patrolled. Many of the tasks that we receive are for individuals allowing their dogs to foul and leave it. As part of their patrols the officers have continued to visit parks and open grass spaces within the borough in an attempt to catch these offenders and 12 Dog Fouling FPN's being issued this quarter.

Prosecutions have continued for Littering and Dog Fouling offences for those who do not pay the FPN issued to them. To date, this current contractual year across the boroughs, 20 offenders have had court files prepared for prosecution, which have been passed to BMBC to be submitted for court. However, the number of offenders we are able to pursue for failing to pay is dependent upon the court space allocated to District for Barnsley offenders

The revenue raised thus far from FPN's (Fouling and Littering) for this quarter is £6,165. The revenue received from PCN's so far is £490 with a further £385 outstanding.

Again, as with last year, District offers the option to pay at the Post Office or any Pay zone outlet using the unique bar code at the top of the FPN. So far 25 payments have been made and £2450.00 has been received through this method of payments.

Operations / Case Studies

Operations.

Littering and Dog Fouling Operations have continued in the North East area through information received from Councillors and Neighbourhood Services. Two particular areas identified were around Barnsley Road and the main shops in Cudworth and High Street in Royston.

In total 31 FPN's for littering have been issued across both locations. 15 FPN's have been issued in this quarter on Barnsley Road in Cudworth with a further 16 FPN's issued in Royston High Street.

Case Study North East: Jul-Sep 2020.

High Street, Royston.



The High Street Road along with Midland Road is the main thoroughfare that goes through Royston and links Royston with other villages as well as Barnsley and Wakefield. This is also, where the majority of shops and other business's can be found, including the large supermarket chains Aldi and Co-op, who have stores on the High Street. Certain areas of it have been brought to our attention by complaints received either verbally from local residents and from the North East Area Council, or from tasking received via the Neighbourhood Services email address. All of these complaints were for littering, but some of them specifically mentioned certain premises where cigarette ends were constantly being thrown on to the floor before people entered the shop.

Over the quarter all District Officers have patrolled the area at various days and times and have managed to identify some of the offenders and issued 16 x FPN's to offenders for littering.

Our officers have also renewed the stickers and signage in the area where applicable and the feedback has been good, our officers will continue to patrol the area in this area as part of their routine patrol schedule.



North East Environment Team Case Study

Covid Pandemic Lockdown

During the last month of our current contract, we experience the impact of the pandemic which was devastating to all the country.

Firstly it was considered that the service we provided was classed as essential, so our team of Environmental Operatives carried on supplying the service throughout the North East Area Council, with the exception of one of our colleagues who was classed as vulnerable had was required to shield for 12/14 weeks.

Our implementation plan was that the teams would continue as previously except for the one colleague who had to shield, and they would be appropriately spaced within the vehicles – our vehicle holds 7 people so 2 operatives could quite easily social distance. Unfortunately, at this time and due to current legislation, we as an organisation had to furlough our apprentices. Our main core staff was aware of the requirements, and for most of the time they would be out working in the fresh air. After 2 weeks another colleague on the Environmental Team decided that he was feeling uncomfortable with the arrangements even though he was working in isolation from other members and requested a 2-week break from his position. Time for the Construction Team to step up to the mark and help, they agreed to fill the relevant positions left by two colleagues who felt they needed to take a break from duties.

Throughout this time NEAC acquired some leaflets to support residents in the area, and the Construction team set about delivering them. In total thousands of leaflets were delivered door to door throughout the most vulnerable areas for residents to be informed of the local support that was out there in the community for them.

Throughout the shielding period when staff members needing to shield, and take a break, we continued to deliver a service throughout the pandemic. Throughout the first Covid lock down both our Environmental Teams and Construction Teams worked together to ensure that all services that could be offered safely to residents and to support the community, were carried out. This has been repeated throughout the second lockdown period.

We have flexed our contract and carried out all the litter picking across the North East Area Council to support Neighbourhood Services during the pandemic. Overall, though we have been through some very strange and challenging times, we have still been there to support the residents of the North East Area Council communities and have been more than happy to help.

The Team's role throughout this time has changed slightly and we have included the Construction Teams in the delivery of the service. Throughout, since the first day of lockdown, we have been able to support residents across the North East Area Council communities, delivering food parcels, delivering children's activity packs, delivering breakfast bags, delivering veggie boxes and helping with the delivery of Easter Eggs to schools and food banks within our neighborhoods..

Barnsley Community Build
November 2020

Youth Development Working Together Fund

The Exodus Project

SHARE your Story

Storytelling has been a key means of sharing valuable information and drawing people in throughout human history and is as relevant today as ever before.

Setting: Where did the event take place?

Jenny's Field and home-based activities.

Activity: What activity did you undertake?

Was there a problem that needed solving?

As reported via email, due to the pandemic, our activity clubs were suspended in late March and did not resume until September. Therefore, there were no activity clubs in this monitoring period. Instead we were focused on preparing activity packs for the children of Cudworth, which we distributed to their homes during the first lockdown. In addition, we distributed food parcels to the needier families, having been given surplus food donations by M&S, Morrisons and Aldi (Cudworth Store). Our Volunteer coordinator, who is normally the leader of the Cudworth clubs, undertook on-line mentoring and support of the junior leaders from these clubs. In addition, she was focused on supporting a specific Cudworth family who were facing very challenging circumstances.



We were grateful to receive separate support for our summer day camps involving the children and young people of Cudworth. These were especially well received given that the children were attending off the back of 3 months of being couped up at home and in desperate need of some outdoor physical activity. We had some very enthusiastic feedback on social media from these camps:

"M has not stopped talking about it. I said, "did you have a good day?" She replied, "omg it was better than ok" She loved it. Thank you so much."

"It's amazing what the Exodus Project do for the children, such a healthy environment. Huge thank you, D and L had the best day ever."

Action: What did the people involved do?

The activity packs contained quizzes, puzzles and educational activities to occupy the children during the first Lockdown.

Results: How did it turn out?

We had some excellent comments from the children and parents about the activity packs, which we shared via email.

Ending: What is different now?

We have shared many stories about the impact of our activity clubs and camps over the years but given the special circumstances we thought it might give greater insight into our changed activities to report on a story from the food distribution activities:

JW is a single parent, living in one of the North East communities. He is bringing up his son alone and was so grateful for our support during the pandemic. Having some underlying health conditions, JW had to self-isolate and was so thankful for the activity packs and the regular contact our team made. He was especially grateful for the food parcels we delivered and always seemed keen to talk from a distance when we made our deliveries. He was in regular contact with our Volunteer Coordinator and had this to say in a Social Media post recently:

“Absolutely incredible, such an amazing and inspirational team, giving so much to the community.” JW (parent)

Caroline Donovan
North East Area Council Manage
September 2020



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Item 6

NORTH EAST AREA COUNCIL - COMMISSIONING BUDGET FINANCIAL ANALYSIS - 2014/15 TO 2019/20										
Contract Name	Delivery Body	Start Date	Length of Contract	Total Cost of Contract	Commissioning 2018/19		Commissioning Budget 2019/20		Commissioning Budget 2020/21	
					Profile	Spend	Profile	Spend	Profile	Spend
Base Expenditure					£400,000.00		£400,000.00		£400,000.00	
Additional Income										
Base Expenditure plus underspend from previous year					£634,440.66		£641,264.66		£512,269.09	
Parks Maintenance	BMBC	1st April 2014	1 Year	£35,000.00		£1,225.00				
Environmental Enforcement Project	Kingdom	4th August 2014	21 months	£91,990.00						
	BMBC - Enforcement & Community Safety		21 months	£18,883.00						
NE Environment Team Cudworth & NE	BCB	1st September 2014	18 months	£135,000.00						
NE Environment Team Cudworth & NE Appre	BCB	1st August 2015	8 months	£12,000.00						
NE Environment Team Monk Bretton & Royst	BCB	1st September 2014	18 months	£135,000.00						
NE Environment Team Monk Bretton & Royst	BCB	1st August 2015	8 months	£12,000.00						
NEET 3 month extension	BCB	1st March 2016	3 months	£51,000.00						
Youth Development Grant	Various	03-Oct-14	Ongoing	£280,000.00	£70,000.00	£38,775.00	£71,000.00	£108,405.00	£70,000.00	£2,501.00
Older People's Project	Royston & Carlton CP	01-Dec-14	9 months	£20,646.00						
Summer Internship Programme 2015/16 In	TBC		20 Months	£45,000.00						
Partnership with North- full contract £90,000										
Fit Reds & Fit Me Programme	BFC & PSS			£31,255.00						
Shobability	Barnsley Community Foundation			£7,824.00						
Dance & Performance - Primary Schools	QDOS			£9,000.00						
Celebration Event 2016	Various			£3,000.00						
Community Magazine	Various			£6,000.00						
Additional editions of Community magazine				£6,000.00						
Additional editions of Community magazine				£5,000.00	£5,000.00	£2,474.00				
Community magazine 2019				£5,000.00			£5,000.00			
Environmental Enforcement Project	Kingdom	1st April 2016	12 months +1+1	£167,388.00	£55,796.00	£53,564.00				
	BMBC - Enforcement & Community Safety			£33,000.00	£11,000.00	£14,275.00				
Fixed Penalty Notice Income				£67,501.00	£19,160.00	£19,160.00		£22,655.00		£8,380.00
Parking Charge Notice Income					£14,328.00	£14,328.00		£2,155.00		
Summer Internship Programme 2015/16 In	C&K Careers			£31,550.00						
Partnership with North										
Private Enforcement	BMBC - Enforcement & Community Safety			£73,000.00	£37,000.00	£35,202.00	£37,750.00	£34,949.57	£37,750.00	£9,971.04
NEET Team Phase 2	BCB	1st June 2016	10 months +1+1+1	£441,920.00	£212,598.00	£212,598.00	£212,598.00	£212,598.00	£212,598.00	£70,866.00
Devolved Grant to Ward Alliances				£160,000.00	£40,000.00	£40,000.00	£40,000.00	£40,000.00	£40,000.00	
Under graduate apprentice placement				£19,700.00						
Bio-diversity project	Various			£5,000.00	£5,000.00					
Smoking Cessation Project	SWVFT	Feb-18		£30,000.00	£30,000.00	£28,551.00				
Extension to smoking cessation project	promotional materials	May-19		£30,000.00			£30,000.00	£28,215.00	£30,000.00	
	District Enforcement	Apr-19		£120,000.00			£59,827.00	£59,827.00	£59,827.00	
Environmental Enforcement Project	BMBC - Enforcement & Community Safety	Apr-19		£13,681.00			£13,681.00	£13,681.00	£14,840.00	
Responsible Dog Owner Project				£1,000.00			£1,000.00			
CLC online training package				£300.00			£300.00	£300.00		
Health Steering Grant	TBD			£73,830.00			£55,830.00	£55,830.00	£25,000.00	£10,000.00
Healthy Holidays				£14,000.00					£14,000.00	
Info and Guidance - Age UK									£4,000.00	£2,000.00
Total for that year					£432,906.00	£393,176.00	£528,771.00	£528,995.57	£490,015.00	£84,958.04
In year balance					£201,534.66		£112,493.66		£22,254.09	
Underspend for that year				£2,056,466.00		£241,264.66		£112,269.09		£427,311.05

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Item 7

2020/21 WARD FUNDING ALLOCATIONS

For 2020/21 each Ward will have an allocation of £10,000 for the Ward Alliance Fund and an £10,000 has been devolved from the Area Council Budget.

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.

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.

CUDWORTH WARD ALLIANCE

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

£10,000	base allocation
£3,862.15	carried forward from 2019/20
£10,000	devolved from Area Council
£23,862.15	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £11,931	Allocation Remaining £23,862.15
Cudworth Hanging Baskets	£1650	£0	£10,281	£22,212.15
CAB Outreach	£1667	£1661	£10,281	£20,545.15
Half Term Fruit and Veg Boxes	£1500	£216	£10,281	£19,045.15
Cudworth Christmas Lights	£4,800	£0	£5,481	£14,245.15

Village Christmas Tree	£721	£0	£4,760	£13,524.15
Secretary payments Q1 & Q2	£250	£0	£4,760	£13,274.15

MONK BRETTON WARD ALLIANCE

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

£10,000	base allocation
£1,052.55	carried forward from 2019/20
£10,000	devolved from Area Council
£3,000	Covid Income
£24,052.55	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £12,026.27	Allocation Remaining £24,052.55
Covid 19 Crisis Fund	£3,000	£1,000	£12,026.27	£21,052.55
Working Fund	£2,000	£7,133	£12,026.27	£19,052.55
Scout group	£1125.90	£0	£10,900.37	£17,926.65
Memorial Gardens	£1,000	£4863	£10,900.37	£16,926.65
Half Term Fruit and Veg Boxes	£1500	£216	£10,900.37	£15,426.65
Christmas Trees	£1442	£0	£9,458.37	£13,984.65
Safety Surfacing	£2240	£702	£9,458.37	£11,744.65
CAB Video Pilot	£2326	£540	£9,458.37	£9,418.65
Monk Bretton Crime and Safety Group	£203	£1945.44	£9,458.37	£9,215.65

NORTH EAST WARD ALLIANCE

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

£10,000 base allocation
 £6185.99 carried forward from 2019/20
 £10,000 devolved from Area Council
£26,185.99 total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £13,092.99	Allocation Remaining £26,185.99
Hanging Baskets	£825	£0	£12,267.99	£25,360.99
Brierley residents Group Summer fete	£900	£0	£11,367.99	£24,460.99
Shafton hanging Baskets	£385	£0	£10,982.99	£24,075.99
Brierley Residents group Hanging Baskets	£660	£0	£10,322.99	£23,415.99
Grimethorpe Residents Group hanging baskets	£800	£0	£9,522.99	£22,615.99
NE Working Fund	£2,000	£0	£7,522.99	£20,615.99
GH Defibs in the community	£1564	£1621	£7,522.99	£19,051.99
GH Community Support	£400	£432	£7,522.99	£18,651.99
Cab Outreach	£1667	£1661	£7,522.99	£16,984.99

Grimethorpe Residents group	£460	£162	£7,522.99	£16,524.99
Love Life Outreach Covid Reversal Project	£1046	£1351	£7,522.99	£15,478.99
Grimethorpe Residents – The Dell Project	£714	£162	£7,522.99	£14,764.99
Brierley Residents Group	£1,139	£0	£6,383.99	£13,625.99
Half Term Fruit and Veg Boxes	£1500	£216	£6,383.99	£12,125.99
Shafton Parish Council Picnic Table	£1500	£3647	£6,383.99	£10,625.99
Shafton Parish Council Spring Blubs	£179	£486	£6,383.99	£10,446.99
Brierley Road Flower Beds	£410	£189	£6,383.99	£10,036.99
Village Christmas Tree and Lights	£3408	£0	£2,975.99	£6,628.99
Brierley Residents group – Winter Decorations	£798	£945	£2,975.99	£5,830.99

ROYSTON WARD ALLIANCE

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

£10,000	base allocation
£4,737.45	carried forward from 2019/20
£10,000	devolved from Area Council
£3,000	Covid Income
£27,737.45	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £13,868.72	Allocation Remaining £27,737.45
Dial Outreach	£4,680	£3,566	£13,868.72	£23,057.45
Hanging Baskets	£1870	£81	£13,868.72	£21,187.45
Covid 19 Crisis Fund	£3,000	£0	£10,868.72	£18,187.45
Working Fund 20/21	£2,000	£0	£8,868.72	£16,187.45
Q4 Secretary Payment	£125	£0	£8,868.72	£16,062.45
Q1 Secretary Payment	£125	£0	£8,868.72	£15,937.45
Westmeads Residential Home	£500	£216	£8,868.72	£15,437.45
Litter Picking Equipment	£627.31	£19,454.00	£8,868.72	£14,810.14
Royston canal Club	£441	£337	£8,868.72	£14,369.14
Royston Bowling Club	£340	£162	£8,868.72	£14,029.14
Royston Animal Welfare	£500	£78,000	£8,868.72	£13,529.14
Royston Christmas Lights	£4875	£0	£3,993.72	£8,654.14
Adopt a Planter	£1500	£0	£2,493.72	£7,154.14

Half Term Fruit and Veg Boxes	£1500	£216	£2,493.72	£5,654.14
Q2 Secretary Payment	£125	£0	£2,493.72	£5,529.14
Events Group Christmas Lights	£2250	£0	£243.72	£3,279.14
Events group Christmas Tree	£1442	£0	-£1,198.27	£1,837.14

BARNSELY METROPOLITAN BOROUGH COUNCIL

North East Area Council

Report of the Area Manager

Agenda Item 9

26th November 2020

Environmental Education Community Traineeship Specification

1.0 Purpose of the Report

- 1.1 This report presents the proposed North East Area Council 's specification for the Environmental Education Community Traineeship commission.

2.0 Recommendations

- 2.1 **That the North East Area Council approve the specification for the Environmental Education Community Traineeship commission.**

- 2.2 **That the contract price shall not exceed £223,000 per annum**

3.00 Background

- 3.1 A Ward Councillor representative from each of the four Wards of the North East Area Council formed the North East Area Council Environment Steering Group. The Councillors are Councillor Ennis, Councillor Green, Councillor McCarthy and Councillor C. Wraith. They have met to work on, and prepare, a detailed draft Environmental Education Community Traineeship specification for further consideration by all the Councillors of the North East Area Council.
- 3.2 The Steering Group subsequently recommend that the attached specification for the Environmental Education Community Traineeship commission, (appendices A and B), should now go out to tender, and the contract price shall not exceed £223,000 per annum.
- 3.3 The Councillors are asked to note that because of the value of the tender the commission will have to go through the Official Journal of the European Union commissioning procedures.

Caroline Donovan
Area Council Manager
26th November 2020

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Appendix A

NORTH EAST AREA COUNCIL DRAFT COMMUNITY TRAINEESHIP SPECIFICATION

1.0 PROJECT OVERVIEW

Introduction

- 1.1 The North East Area Council, Barnsley Metropolitan Borough Council (the Council) is looking to establish a Community Traineeship Programme which will also have an emphasis on raising aspirations, community engagement and the local environment. The Councillors have resolved that the Economy and Regeneration is one of their Key Priorities for the North East Area Council and want to achieve local solutions to building employment and skills across the North East Area Council.
- 1.2 The Index of Multiple Deprivation shows that Employment Deprivation in the North East at 27.6% is higher than that of Barnsley at 26.4 %, and the number of Jobseekers Allowance claimants in the North East @ 2,050, reflects the second highest increase in unemployment claimants in the Borough. Young people aged 18 – 24 years old are being highlighted as being one of the groups who are the most significantly affected by the current economic situation across the North East Area Council communities. Barnsley MBC's economic recovery works emphasises the need to overcome barriers, supporting social mobility and reducing inequality through training young people to work through skills acquisitions and employability. The impact of the current economic situation is not equal, and a survey by the Institute of Fiscal Studies, May 2020 highlighted that 8% of 18 – 24-year olds have lost their jobs compared to 5% of adults, and with a large proportion of young people coming from disadvantaged areas. Consequently, supporting young people (16 – 24-year-olds) with their transition into high quality traineeships, apprenticeships and employment is one of Barnsley MBC's Employment and Skills priorities.
- 1.3 The North East Area Council has recognised the need to provide development opportunities for the young people in their communities, and the need to help to raise young people's aspirations. It was felt that commissioning a local Trainee programme would help to deliver these skills to help young people locally to achieve their potential and develop their future careers.
- 1.4 The Community Traineeship Programme will provide young people with meaningful work experience, and a hands-on learning approach, which will help to develop their aspirations. An initial insight into different areas of work, and a wider scope of learning experience, will help to deliver a recognised route into work for them and improve their self-confidence, skills and self-esteem, which in turn will strengthen the young people's employment prospects.
- 1.5 The Community Traineeship Programme will also include a requirement for Social Return on Investment and will work closely with the Council's North East Area Team to support, and help to facilitate, opportunities for Volunteering. Familiarity with the values of collective responsibility, and community spirit and pride, will be a valuable part of the work experience undertaken by the trainees. Effective communication and customer care values are, therefore, essential to inspire people who live and work in the area to *Love Where You Live*, and this will be an integral part of the commission.
- 1.6 The service will also support local community groups in the preparation for events and the onsite co-ordination and delivery of the Volunteering initiatives through informal engagement and practical support. Examples of the assistance required at Volunteer Environmental Initiatives and Clean Up days are as follows:

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- Use of machinery such as hedge trimmers, leaf blowers and strimmer's, digging as required and the removal of any green waste, litter and debris.
- Recording attendees and taking `before and after` photographs of environmental improvements.
- Collecting and delivering equipment, preparing sites for events, including putting up, and taking down gazebos, and ensuring that the site is left clean and tidy.

Please note this list is not exhaustive and there may be other functions required of a similar nature. This will involve a significant amount of evening, and weekend, work especially during busy periods such as the summer holidays and Christmas.

- 1.7** It is acknowledged that for the duration of this contract the provider will need to adhere to government guidelines regarding Covid-19 safe working practises. This may mean working with very small groups initially and enabling volunteering activity from a distance. Creative use of technologies, including social media and conferring software may be required.
- 1.8** Furthermore, the Environment is another Key Priority identified by the North East Area Council, and following on from the very North East Environment Team contract, the Area Council would like to continue to provide a responsive, efficient and accountable, local, uniformed Environment Team service, with a strong focus on the provision of local trainees.
- 1.9** The contract will provide a uniformed service of two Environment Teams, and a Rapid Response Team using a peripatetic approach. Each of the core Teams will each consist of one supervisor and one operative plus 2 trainees.
- 1.10** These Teams will focus on maintaining and improving environmental standards, as per National Indicator 195 – Improved Street and Environmental Cleanliness (referred to later in the document), in high profile areas incorporating the village centres, main shopping centres and key access routes across the Electoral Wards of Cudworth, Monk Bretton, North East and Royston. The Service will improve, and effectively maintain these areas, and clear any identified local community Hot Spot areas on request.
- 1.11** The Environment Teams will also provide a flexible, reactive service which will respond to local requests, for example, cutting back shrubs, shrub bed maintenance, overhanging footpaths, strimming a grassed area, or low scale fencing painting and repairs

2.0 Background

- 2.1** Barnsley is a Metropolitan Borough of South Yorkshire, England. The Borough was formed under the Local Government Act 1972. The Borough now forms part of both the Sheffield City Region (SCR) and the Leeds City Region (LCR).
- 2.2** The aims of local Area Governance are to:
- Establish new models of delivering services, guided by local choice and need.
 - Engage local communities in helping to shape the decisions and services in their neighbourhood.
 - Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives.

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- Support the many benefits of volunteering and foster the many and diverse opportunities for residents to gain new skills and experiences through volunteering.
 - Ensure customer services, and the citizen experience of access, is improved.
 - Ensure the Council operates fairly and demonstrates total commitment to equalities in policy and practice.
- 2.3** The local Economy and Regeneration, Health and Wellbeing, Young People and Love Where You Live have all been highlighted as a central focus and priority across the North East Area Council. These priorities, in turn, link in with Barnsley MBC's Corporate priorities.
- 2.4** The North East Area Council has recognised the need to provide development opportunities for the young people in their communities, and the need to help to raise young people's aspirations. The Councillors have recognised that the Personal and Social development of a young person should include Confidence Building, Self Esteem, Health and Wellbeing, independent Living Skills, independent Travel Skills, Active Citizenship, Careers Guidance and Interview Practice. It was felt that commissioning a local Community Trainee programme would help to deliver these skills to help young people locally to achieve their potential and develop their future careers.
- 2.5** The Provider will provide Information, Advice and Guidance to the trainees to help them develop pathways to their employment and academic opportunities. The Provider will also signpost the trainees to the opportunities that are available for them.
- 2.6** Additionally, the local environment has been highlighted as a significant asset by residents across the four Wards. This is supported by the four Ward Alliances which have all highlighted the Environment as a priority for local consideration. Improvements to the local environment are also regularly discussed at residents meetings, at the Councillors' surgeries and at the local street surgeries.
- 2.7** Clean Up Britain reports that:
*'In the UK, levels of litter have increased 500% in the last 50 years
It costs the UK £1bn to clear litter every year. Money which could be spent on things to really benefit society. A poor-quality local environment can also have wider impacts on public health, including mental health problems such as anxiety and depression. On the flip side, living near good quality, accessible green space can improve mental and physical health.'*
- 2.8** Feedback to date from people who live and work in the area about the service provided by the North East Environment Teams continues to be extremely positive, and the North East Area Council has resolved to continue this service provision.
- 2.9** A key purpose of the North East Area Council is to grow community capacity and Social Return on Investment through commissioning local services and encouraging Volunteering. The importance of Social Value has been highlighted as part of each North East Area Council procurement, and all organisations should effectively demonstrated how they will create local jobs, use local supply chains, ensure local spend, support and encourage existing Volunteers, and create new Volunteering and work experience opportunities.

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- 2.10** In the 2017 Litter Strategy for England states that one of the Governments aims is to:

‘Empower local communities to channel their passion for their local environment into positive action.’

The contract will support, complement and encourage Volunteering opportunities and potential for greater community participation and development will be supported through Active Citizenship initiatives. A Keep Britain Tidy Report, the Journal of Litter and Environmental Quality, June 2017, refers to ‘Strengthening Communities by Reducing Litter’, by George Monck, who is the Chief Executive of Clean up UK. Monck cites Pelle Hansen from Denmark at the 2012 Keep Britain Tidy conference, who said:

“Action against litter shouldn’t be seen simply as cleaning up a neighbourhood but as building it up, ideally in partnership with other local initiatives.”

https://www.keepbritaintidy.org/sites/default/files/resource/KBT_Journal_of_Litter_and_Environmental_Quality_June2017_0.PDF#page=39

- 2.11** Local spend will be encouraged and the commission will encourage maximising the amount of both formal, and informal, spend within the Barnsley economy. Providers will be encouraged to retain expenditure within the local community. The New Economics Foundation (NEF) highlights the positive impacts on local economies by the optimisation of local spend from contracted activity. The local multiplier effect is usually between 1.5 and 3.0 which means that for every £1 spent with Barnsley suppliers the economic impact will be 1.5 to 3 times the amount spent.

- 2.12** Additionally it is envisaged that the initiative will help to reduce benefits dependency in disadvantaged communities.

3.0 THE COUNCIL’S STRATEGIC OBJECTIVES

3.1 Visions and Values

The North East Community Traineeship Programme which will have an emphasis on raising aspirations, community engagement and the local environment. This commission aligns to the Barnsley MBC’s Vision which is to:

‘Work together for a brighter future, a better Barnsley’

Our Values include:

Working Together

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

Honesty

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

Excellence

- We are committed to quality and value for money

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- We learn from our successes and mistakes
- We are flexible, adaptable and respond positively to change

Pride

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

3.2 Priorities and Outcome Statements

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

Thriving and vibrant communities	<ul style="list-style-type: none">• Create more jobs and businesses through appropriate provision of business, enterprise and employment programmes to reduce worklessness amongst those currently unemployed and increase skills levels of our current and future workforce.
Supporting resilient communities	<ul style="list-style-type: none">• Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives and Barnsley• Support the many benefits of volunteering and foster our many and diverse opportunities for residents to gain new skills and experiences through volunteering• Ensure customer services and the citizen experience of access is improved-facilitate greater self-help• Engage local communities in helping them shape decisions and services in their neighbourhood.
Citizens achieving their potential	<ul style="list-style-type: none">• Target young people, families and communities who may need extra help in gaining the skills and experience they need to succeed• Prioritise the safeguarding of vulnerable children and adults, and ensure that the risk of them getting harmed is kept to an absolute minimum• Make the improvement of people's health and wellbeing everybody's business, with an emphasis on prevention and the contribution that all services can make• Prioritise the reduction in health inequalities between different parts of the Borough• Ensure that the Council plays a strong part in keeping the Borough safe, and work with others to improve community safety.

3.3 The commission will link in with the five key areas of the Employment and Skills plan for 2020 – 2021, which in turn will support Barnsley's Economic Recovery Plan.

3.4 The initiative will also contribute to Sheffield City Region's More and Better Jobs Strategy. The strategy refers to Barnsley requiring 'More Jobs and Better Jobs'.

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Barnsley needs more jobs and needs as many of these as possible to be good jobs that support productive businesses and offer people the skills they need to grow. This is good for business as well as people because more and better jobs will go hand-in-hand with greater innovation, better productivity and improved quality products and services. The 'More Jobs and Better Jobs' reports states that employment should provide a decent income, fair terms and recognition of effort, job satisfaction, and a good, safe and healthy working environment.

4.0 SCOPE OF SERVICES

A Community Traineeship programme delivered through the provision of an environmental improvement service.

Traineeships Programme

- 4.1 To provide a Community Traineeship programme opportunity for young people (aged 16 – 24) in the local communities. Through enhancing skills, creating opportunities for work experience and giving appropriate information, advice and guidance the contract will provide better routes into work, and therefore improve the number and quality of jobs.
- 4.2 The Provider should have a proven track record in terms of working with underrepresented groups in disadvantaged communities, and with working with challenging and hard to engage young people. The commission wishes to actively include opportunities for traineeships for vulnerable, and underrepresented, groups in the local community such as Not in Education, Employment or Training (NEET), Special Educational Needs, and or Disabilities (SEND), Behavioural Difficulties, Youth Offending Team (YOT), young people in Care, or young people leaving Care.
- 4.3 It is an important requisite of this commission that all time constraints are minimised wherever possible. This will help to maximise outcomes and ensure value for money. It is anticipated that a rolling programme of trainees will be facilitated to ensure as many trainees can access this programme. It is anticipated that 6 trainees will work with the three teams on a rolling 8-week programme. This equates to 6 cohorts per annum and a total of 36 trainees' opportunities per annum. However, it is recognised that some young people may require more than an 8-week programme to complete the course. There will be a level of flexibility within the commission to reflect this, which will be determined by the Area Manager on a case by case basis.
- 4.4 The Provider will raise awareness of this opportunity through relevant services who work with 16 to 24-year olds such as the Targeted Information Advice and Guidance Service (TIAG), Jobcentre Plus, the Children in Care Team, and Social Care.
- 4.5 The trainees will be involved in a programme of Active Citizenship which will enhance their skills and develop their community awareness. Familiarity with the values of collective responsibility, and community spirit and pride, will be a valuable part of the work experience undertaken by the trainees. Effective communication and customer care values are essential to inspire people who live and work in the North East Area Council; to Love where You Live, and this is an integral part of the commission.
- 4.6 Health and Safety requirements and knowledge are a paramount consideration to the North East Area Council and all trainees will be required to complete a thorough basic Health and Safety training unit, which includes guided learning hours and a test. It is envisaged that this training plan will include an induction programme,

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toolbox talks, the safe use and storage of equipment, health and safety training, first aid training, manual handling training, needle stick awareness, asbestos awareness and Customer Care guidance.

- 4.7 Support will be given to the Trainees with regard to access to learner support and learning materials, to include a pre-employment course to give them skills to help them be 'work ready', to include helping them into work through CV advice, mock interviews and careers guidance. It is anticipated that the providers will maximise training and assessment opportunities.
- 4.8 Risk assessments, to include trainees' reports, will be carried out as appropriate and copies will be made available at the Contract monitoring meetings.
- 4.9 The Community Traineeship programme is seen as a pathway to further employment and academic opportunities. The initiative provides a stepping stone process and it is anticipated that over 80% of the trainees will progress into apprenticeship, full-time education, or employment after they have finished the course.
- 4.10 The achievements and successes of the Trainees will be celebrated on an annual basis at an Awards ceremony.
- 4.11 The Area Council will be informed of the progression of the trainees in the workplace on a regular basis.

Environmental Improvement Service

General

- 4.12 Through a uniformed service of 3 teams; two environmental and one rapid response, the Provider will provide a flexible, reactive and responsive environmental improvement service across the North East Area Council with a high level of co-operation maintained with the North East Area Team
- 4.13 Each team will consist of two full time employees plus trainees and one vehicle and will undertake general and specialist operational duties in all weathers which will involve a wide range of physically and mentally demanding tasks.
- 4.14 The Teams will:
 - Be customer focussed and be able to communicate politely and effectively.
 - Have a 'can do' and positive attitude to and be responsible for solving day to day issues as they arise.
 - Provide support and a high visibility enablement role to Volunteers working closely with the North East Area Team.
 - Work to agreed schedules and where necessary respond to new priorities as required and directed by their Manager.
 - Demonstrate safe practices to other employees, apprentices, trainees and work placement students where required.
- 4.15 As a socially responsible employer the terms and conditions of employment for the six full time employees will include:
 - Either a Living Wage or an Enhanced Wage as appropriate.
 - An incremental increase in holiday entitlement, from a base line of 20 days per annum up to a maximum of 28 days per annum, plus statutory holidays.

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- 4 weeks full Sick Pay from the organisation, and then Statutory Sick Pay.
- Contributions to a pension scheme.
- Appropriate, good quality, British Standards PPE equipment.
- Appropriate training for personal development as required.

4.16 The Provider will be expected to operate from a local base and have a local presence in order to be able to respond to requests via a central point of contact and to maintain a local community presence.

4.17 The service provided will include both proactive and reactive functions through proactively working to flexible schedules and reactively responding to local requests. The Provider will have a flexible schedule which will complement the schedule and planned work programmes provided by Neighbourhood Services in the area and avoiding duplication. The provider is also expected to work closely with the North East Area Council's Environmental Enforcement Services, and the Private Sector Housing Management Officer.

4.18 There will be a significant number of times in the year when, evening (after 4.00 pm), and weekend working (Saturdays and Sundays, 8.00 am to 5.00 pm) will be required to help with Community Events and Clean Up days. This can be included as part of a flexible working arrangement which includes time off in lieu. Apart from on Bank Holidays, a full staff team will be required to work and provide adequate cover across the area.

4.19 The Provider will be expected to act as the 'eyes and ears' in the community and be responsible for reporting other matters not within their scope of responsibility so that this can be actioned by the respective Council Service. This would include:

- Discarded needles
- Graffiti
- Fly tipping
- Problems with trees that might require a tree surgeon
- Asbestos

Instructions on how these reports should be made will be provided.

4.20 It is expected that close working links will be made with the Parish Councils of Great Houghton and Shafton.

4.21 The Provider will require a valid Waste Carriers Licence and shall be responsible for the collection and disposal of waste as indicated in the services to be provided. The provider will provide evidence as part of the procurement process of their waste disposal and recycling arrangements.

4.22 Any asbestos or hazardous wastes will be reported through the contact centre.

Materials

4.23 It is expected that the set up, and ongoing costs of materials, tools and equipment will be met by the Provider. The Provider will ensure that these materials, tools and equipment are well maintained and kept in a secure place.

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- 4.24** The Area Council will have a small budget available for community initiatives and will provide high vis jackets, gloves, paint, painting equipment and black bags, as required to support working with volunteers and other community initiatives.

Vehicles

- 4.25** It is expected that the vehicles provided will be in a good exterior condition and in good working order. The running costs, including fuel, tax, insurance, maintenance and storage will be covered by the Provider
- 4.26** The vehicles will be white and signed up to read 'The North East Area Council working for you, serving the Wards of Cudworth, Monk Bretton, North East and Royston' in black letters. It will also include the BMBC logo, the North East Area Council logo, and the 'Love where You Live' and logo. Exact details for the sign writing will be provided.

Reactive Work

- 4.27** The Provider will provide a flexible, reactive and responsive service to specific requests for environmental improvements across the North East Area Council. This could include, for example:

- Pruning of vegetation
- Painting of street furniture
- Minor repairs to fencing
- Strimming a grassed area
- Removal of litter
- Removal of dog fouling
- Removal of epicormic growth
- Hedge strimming
- Erection of street signs
- Erection of Notice Boards

Please note this list is not exhaustive and there may be other functions required of a similar nature.

It is expected that the set-up and ongoing costs of materials, tools, and equipment will be met by the provider.

Scheduled Work

- 4.28** The Provider will also provide a high visibility litter picking and general cleanliness schedule to the areas identified in the maps in Appendix A.

This schedule of work will include as required:

- Litter removal
- Removal of dog fouling
- Street sweeping
- Street clearance
- Weed and vegetation removal
- Improvements to street furniture

Please note this list is not exhaustive and there may be other functions required of a similar nature

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Street Cleanliness Litter Removal

- 4.29 The Provider shall have due regard to the Environmental Protection Act 1990, Code of Practice on Litter and Refuse, Control of Waste Regulation 1992, Registration of Waste Carriers and Waste Management the “duty of care” Code of Practice. The Provider’s attention is drawn to the possible presence of sharps for which the Provider should provide suitable containers. The Provider is to dispose safely of any such containers to an approved location.
- 4.30 The North East Area Council adheres to the street cleanliness Performance Indicator NI 195, a National Standard for Local Authorities to measure the local environmental quality of their public realm in a structured way.
- 4.31 The provider shall ensure that high standards of cleanliness are maintained on the High Street centres and strategic routes daily. The Provider will also ensure that hot spots areas, such as car park other public area are cleared within 1 -3 working days.
- 4.32 If the service goes below the required standard, they will be contacted by the Area Manager, and this will be reviewed as part of the performance monitoring.

Seasonal Work

- 4.33 The Provider will be expected to tailor their work to suit seasonal variations in demand. This would therefore include, for example leaf litter removal in the Autumn to areas of green space, as identified by the North East Area Team, assisting with snow clearance and gritting during the Winter and support for Community Events and Community Clean Up days as required.

Note: It is vital that the provider can flex service provision in accordance with government guidelines (e.g. during the COVID-19 pandemic) and equally important that that provider is able to dynamically risk assess and return to business as usual when it is safe to do so. Any changes to the specification will need to be agreed with the contract manager and in it is expected that the provider will support BMBC core services as required.

Social Action

- 4.34 The Social Return on Investment should be maximised wherever possible to contribute to a thriving, flourishing and vibrant local economy. This should include:
- 4.35 Optimising local spend, and using local suppliers and venues wherever possible, which will be actively encouraged.
- 4.36 Recognising the Social Return on Investment through increasing training opportunities, increasing opportunities for employment, and local skills development
- 4.37 Encouraging a greater sense of community cohesion and increasing Volunteering opportunities and the potential for greater community participation and development.
- 4.38 Fostering and building relationships in the local community with the local businesses and residents, building up Civic Pride.

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- 4.39** The Service will be a visible presence in the local communities, promoting Community Pride to local community groups and encouraging people who live and work in the area to take ownership of their local community environment.

Local Knowledge

- 4.40** Local knowledge would be an advantage to be able to encourage the local community to take a pride in the area in which they live and work. Inspiring people in the local communities to support and participate in Volunteering opportunities through informal engagement will be a key task for the Teams. Volunteers' contributions will help to ensure a sustainable and welcoming environment, and this will, in turn, increase the attractiveness of the Wards as places to live, work and visit.
- 4.41** In addition to performance reports being regularly fed back to the Area Council, the initiative will be linked to the Ward Alliances, with a mutual exchange of information regarding volunteering opportunities, hot spot areas, and outputs and outcomes, being a meaningful part of the commission.
- 4.42** The Service will be one of enablement and facilitation and will help and support to the North East Area Team at regular Volunteer Initiatives and Clean Up days across the area, and community events, complementing the local 'Love Where You Live' schemes. The service will be flexible, and support the North East Area Council's community initiatives as required.

4.43 Other Contract Details

- Training for employees will be the responsibility of the Provider.
- The Provider will work closely alongside the Council's North East Area Team with regard to planning and conducting Volunteering initiatives.
- The Provider will be expected to perform the service to a standard that can reasonably be expected of a ground's maintenance Provider.
- The Provider is to allow for the separation of recyclable and non-recyclable material so that the Council is limiting the amount of spoil going to landfill wherever possible.

4.44 Specific Aims and Objectives of the Service

The service will:

- Create recognised, local, Community Trainee programme, which is fit for purpose, and strengthen the local communities' skills base.
- Applicants for traineeships must be resident in the Barnsley Borough, focusing on the North East Area Council communities where possible.
- Provide training and employment opportunities for vulnerable groups in disadvantaged local communities.
- Be a highly visible presence in the local communities.
- Increase local spend
- Maximise Social Return on Investment
- Reduce benefits dependency.
- Inspire people who live and work in the North East Area Council to 'Love Where they Live'.
- Improve the local environment.
- Maintain and improve Environmental Standards.
- Keep the North East Area Council area clean and well maintained.

Appendix A

- Link with other North East Area Council procured services to support the overarching aims of Area Governance shown previously.
- Effective deployment of available resources to fully comply with, and deliver, the requirements of this specification.

4.45 Social Value Objectives

The Social Return on Investment should be maximised wherever possible to contribute to a thriving, flourishing and vibrant local economy Under this contract, the provider will be required to actively contribute to the achievement of specific Social Value objectives. These will include:

- Be sustainable and support the creation of sustainable communities by increasing local employment opportunities.
- Increase skills development and work experience at local level and maximise local traineeship opportunities.
- Enhance achievements for the trainees which in turn will strengthen the young people's employment prospects and job aspirations.
- Optimising local spend, and using local suppliers and venues wherever possible, which will be actively encouraged.
- Build relationships with local businesses and use local supply chains whenever possible.
- Build relationships with the local community and support and encourage existing Volunteers and encouraging people who live and work in the area to take ownership of their local community environment.
- Encouraging a greater sense of community cohesion and increasing Volunteering opportunities and the potential for greater community participation and development.
- Increase the number of people engaged in Voluntary activities in the community, which in turn will support the health and wellbeing of the people who live and work in the area.
- Fostering and building relationships in the local community with the local businesses and residents, building up Civic Pride.
- Complement existing provision provided by BMBC neighbourhood services.
- Link with other North East Area Council commissioned services to support the overarching aims of Area Council.

5.0 REQUIREMENTS OF THE PROVIDER

5.1 Providers Responsibility Service Outcomes and Measures

The table below details the outcomes or results that the Provider is required to achieve as a consequence of the service being delivered. A list of possible outcome measures is also provided. This is indicative only and Tenderers are required, as part of their tender return, to propose their own list of outcome measures, along with realistic targets, baselines and methodology for gathering the data collection and measuring. Final measures and targets will be agreed prior to contract commencement.

Appendix A

The Provider will ensure the following performance measures:

Performance Measures		
Outcome	Indicative Outcome and Measures	Indicative Methodology
A Thriving and Vibrant Economy	<i>Number of full time equivalent local jobs created</i>	<i>Recorded through narrative Performance Reports and Case Studies.</i>
<i>Thriving and Performing</i>	<i>Number of local traineeships starts created</i>	The provision of 6 trainee places on rotation with the three teams, and on a rolling 8-week programme to ensure as many trainees as possible can access this service. This equates to 6 cohorts per annum, and a total of 36 trainees' opportunities per annum.
People Achieving their Potential	<i>Number of people who are supported from disadvantaged backgrounds</i>	<i>Recorded through narrative Performance Reports and Case Studies. A total of 8 anonymised Case Studies will be required per annum.</i>
	<i>Number of people who are Not in Education, Employment or Training supported</i>	<i>A minimum of 10 per annum</i>
	<i>Number of Care Leavers</i>	<i>A minimum of 2 per annum</i>
	<i>Number of young people with an education, health and care plan.</i>	<i>A minimum of 2 per annum</i>
<i>Encouraging people to Volunteer</i>	<i>Number of hours dedicated to support young people into work.</i>	<i>Through CV advice, mock interviews, careers guidance, and mentor support.</i>
	<i>Number of Volunteering Opportunities created through supporting Social Action projects.</i>	<i>A minimum of 50 per annum</i>
Strong and Resilient Communities	<i>Increase the number of people engaged in voluntary activities in the community.</i>	<i>Number of existing, and new, Volunteers recorded. Target: support 50 New Volunteers per Ward per annum</i>

Appendix A

<i>Focusing on achieving outcomes for Communities</i>	<i>Increase the number of people involved in local governance</i>	<i>'Before and after' photographs of environmental improvements to be taken.</i>
<i>Empowered and informed citizens</i>	<i>Social media posts</i> <i>Number of local supply chains supported and amount of local spend realised.</i>	<i>Record of Reports into Ward Alliances</i> <i>Target: support 2 new Community Groups per Ward per annum</i> <i>As appropriate</i> <i>Recorded through narrative Performance Reports and Case Studies</i>
Improve the Local Environment, making the North East Area Council area a more inviting place to live and work	<i>Keep the streets clean and well maintained. Percentage of streets kept at the acceptable standard for litter</i> <i>Responsive jobs to be satisfactorily completed within 1-3 calendar days.</i>	<i>A regular visual inspection by the Area Manager will be carried out to measure the cleanliness of the area.</i> <i>Target level 100%</i>

5.2 Quality Standards

The Provider will have all relevant policies and procedures in place.

For the avoidance of doubt, nothing in this specification is intended to prevent the Provider from setting higher quality standards than those laid down in the Contract.

The Provider will have a robust system for monitoring complaints and suggestions; and feedback from service users will inform service delivery.

The Provider will submit reports summarising any complaints, investigations and remedial actions.

5.3 Health and Safety

The Provider of this service will be required to adhere to the Health and Safety at Work Act 1974 at all times and any other relevant guidance and directives in force or subsequently issued. In addition, the Provider is required to achieve accreditation under one of the Safety Schemes in Procurement.

The Provider will ensure that:

- All materials used in carrying out the service comply with the Control of Substances Hazardous to Health Regulations
- All materials, and equipment, are stored in a safe and proper manner
- Environmentally friendly materials are used whenever possible
- All staff are equipped with appropriate training, (including needle search training and asbestos awareness) staff development and supervision.

Appendix A

- Where an appropriate British Standards Specification or British Standard of Code of Practice is issued by the British Standards Institution is current at the date of the tender, all goods and materials used or supplied, and all workmanship shall be in accordance with that standard
- The Provider holds a valid Waste Carriers Licence (throughout the contract term)
- All staff employed or engaged by the Provider are informed and are aware of the standard of performance that they are required to provide and can meet that standard.
- The adherence of the Provider's staff to such standards of performance is routinely monitored and that remedial action is promptly taken where such standards are not met.
- Robust policies and procedures are to be in place to ensure safeguarding of all adults and children.
- All staff employed or engaged by the Provider have been subject to a DBS clearance, where required, and an acceptable outcome determined.
- For the avoidance of doubt, nothing in this specification is intended to prevent the Provider from setting higher quality standards than those laid down in the Contract.

5.4 Environmental Requirements

Project sustainability is key. The provider will be expected to consider the whole lifespan of the project, beyond the term of this contract.

The Provider will be required to comply with all legislation and Council policy in relation to the disposal and recycling of waste.

5.5 Branding Requirements

The Provider will be supplied details of all relevant brand guidelines associated with the Council and the North East Area Council schemes and expected to adhere to these with any associated materials produced.

5.6 Equality and Diversity Requirements

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

6.0 PERFORMANCE MEASURES

6.1 Contract Monitoring and Recording Requirements

Following the award of the contract the Council will hold an inception meeting with the successful Provider to review the following:

- The appointment/assignment of a Contract manager for both parties
- An overview of the staff to be engaged in the service delivery
- A contract management meeting schedule for the duration of the contract (quarterly as a minimum).

The Provider will need to be able to demonstrate the effectiveness of the service in terms of delivering the agreed outcomes, outcome measures and outputs. Throughout the contract

Appendix A

term the Provider will provide regular reports to the Area Council regarding the types of services provided, both reactive and proactive to demonstrate contract delivery against all the key objectives outlined.

There is a key requirement of the Provider to:

- Meet the Contract Manager on a monthly basis.
- Provide a monthly report for the first quarter, and then three further quarterly reports to the Contract Manager against the performance measures. This information will be shared with the Area Council and the Ward Alliances.
- Collect, collate and report on a range of agreed indicators on an initial monthly, and then quarterly basis (see milestones) as part of a quarterly report. This should also include the submission of 2 case studies per ward (group, individual or illustrating good practice/ innovative work) together with supporting photographs.
- Provide relevant evidence which would include volunteer signing in sheets Specific detail around the volunteers and how they were engaged. The detail should include named volunteers and their post codes.
- Attend a monthly, and then quarterly contract meetings with the contract manager to discuss the contract management report and request any additional information, and provide clarification, if required.
- Attend the Area Council Meeting as requested.
- An end of year report to be submitted (see milestones)
- An end of project report and lessons learned to be submitted 1 month before the contract end date.

7.0 CLIENT RESPONSIBILITIES

- 7.1 The Council will ensure the awarded Provider is made aware of any specific procedures and requirements in relation to Council policy and practice which may be relevant.
- 7.2 The Council will ensure the Provider is given a key point of contact for any enquires in relation to the contract.

8.00 PAYMENTS AND INVOICES

8.1 Payment Terms

The Council will pay the Provider(s) for work as per the agreement outlined in **the Form of Contract (Terms and Conditions)**.

8.2 Payment Profile

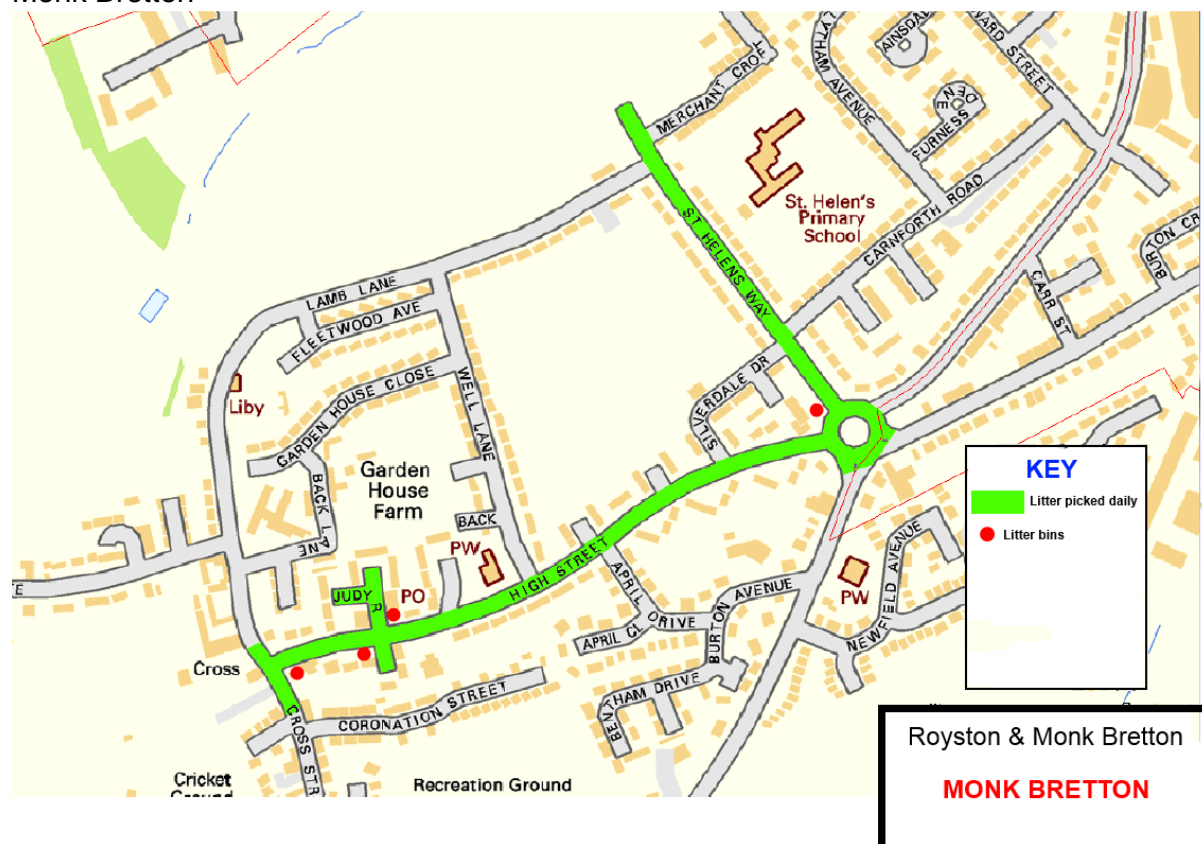
The Provider will be paid monthly in arrears for the services provided as per the pricing schedule

Appendix A

Lundwood

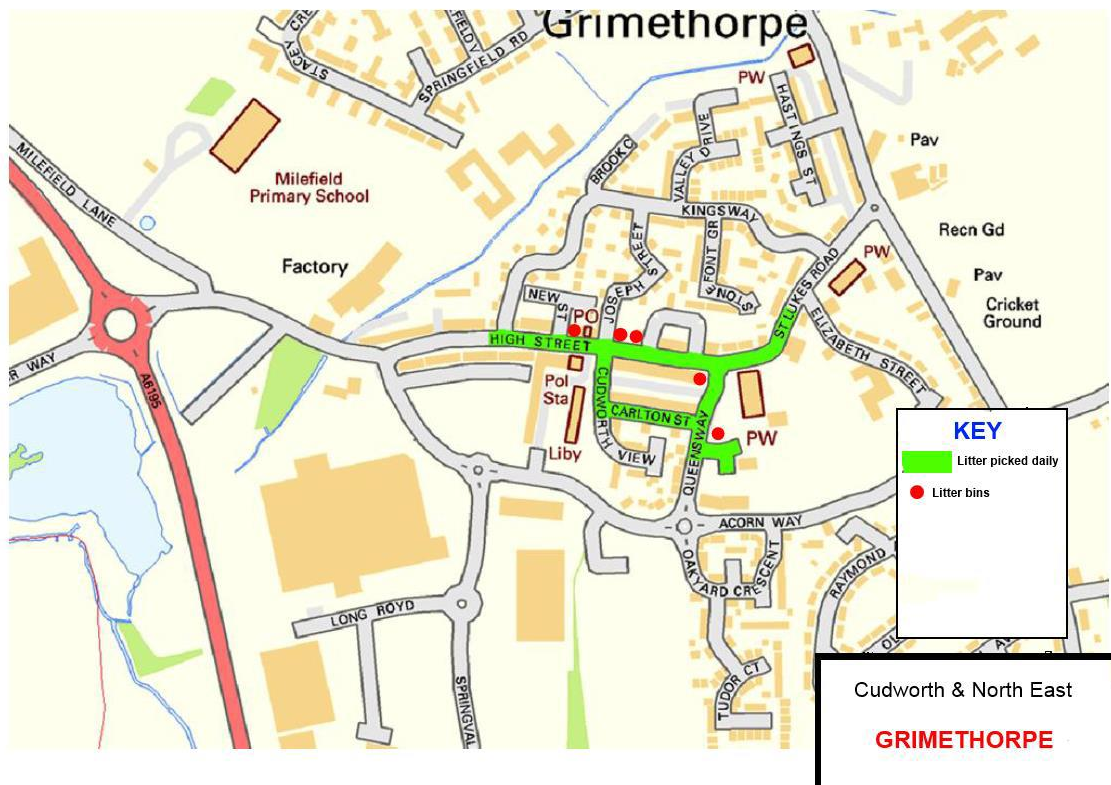


Monk Bretton

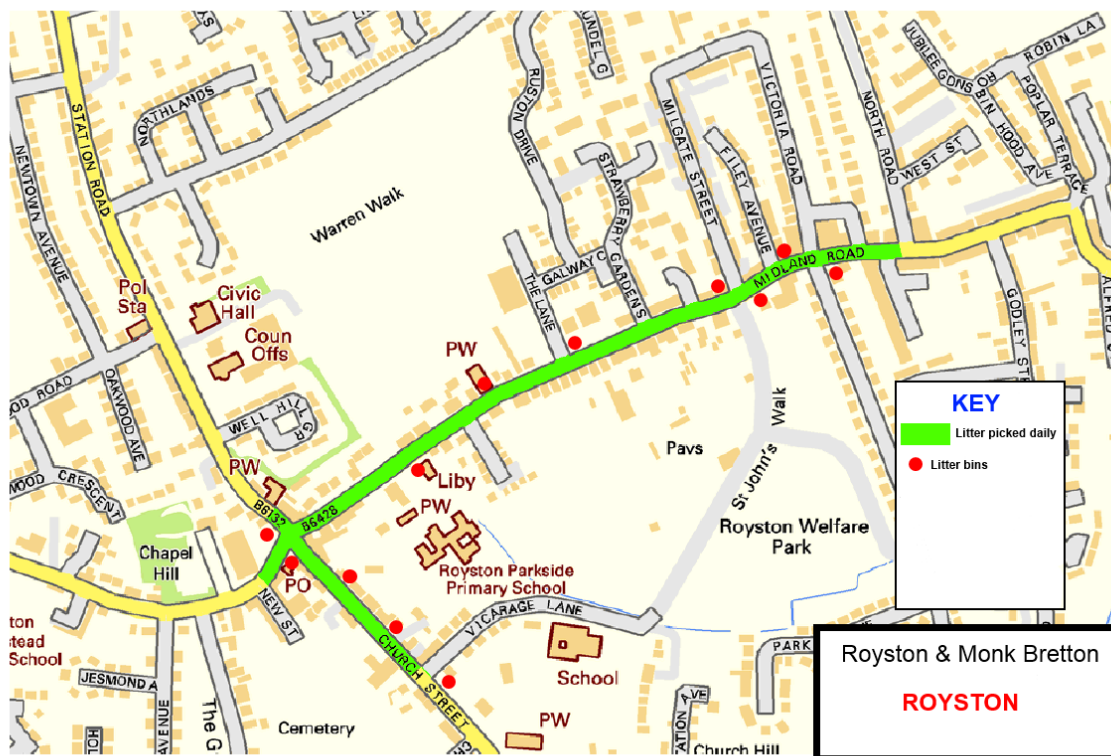


Appendix A

North East



Royston



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Appendix B

North East Area Council Street Cleansing

Cudworth, Monk Bretton, North East and Royston

Street Cleansing

Cudworth and North East Wards

Daily Street Cleansing

Cudworth Ward

Cudworth High Street

North East Ward

Grimethorpe High Street

Weekly Hot Spot Areas

Cudworth Ward

- Cudworth Park
- Robert Street and Bank Street carpark
- Burton Road to the Fire Station
- Fish Dam Lane
- Carr Street
- Shafton ALC

North East Ward

- Brierley Park
- Brierley Road, Shafton (from the corner of South Gate to Booth's scrap yard)
- Shafton ALC
- Hastings Street, Grimethorpe
- Path from Common Road to Brierley Primary School
- Lay-bys on The Common at Great Houghton

Monk Bretton and Royston Wards

Daily Street Cleansing

Monk Bretton Ward

- Lundwood A628
- Monk Bretton High Street

Royston Ward

- Midland Road
- The Wells

Weekly Hot Spot Areas

Monk Bretton Ward

- Monk Bretton Parks
- Carlton Park
- Littleworth Lane
- Preston Way
- Kind Edward Street
- Harold Avenue
- Fish Dam Lane
- Heysham Green
- Top part of Priory Road

Monthly Hot Spots

- Abbey Lane Car Park
- Lewis Road to Harold Avenue
- Harrington Court to Wilson Grove
- Willman Road to Vincent Road
- Darrington Place to Harold Avenue
- Fish Dam Lane to Carr Street
- Back of Saint Helens Primary School

Royston Ward

- Royston Parks
- Klondyke Car Park
- Royston Park Midland Road to the Pavilion
- Children's play areas
- Footpath at the side of the Cemetery in Carlton
- Travel to School route at the side of Meadstead Primary School

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BARNSELEY METROPOLITAN BOROUGH COUNCIL
North East Area Council

Report of the Area Manager

Agenda Item 10

26th November 2020

Environmental Enforcement Commission and Service Level Agreement

1.0 Purpose of the Report

- 1.1 This purpose of this report is for the Councillors of the North East Area Council to decide whether they would like to continue for a further year, from April 1st, 2021 to the 31st March 2022, with the Environmental Enforcement commission with District Enforcement, and the Service Level Agreement with Barnsley MBC's Enforcement Services.

2.00 Background

- 2.1 The procurement of an Environmental Enforcement Service with a focus on littering, dog fouling and parking was agreed at the North East Area Council meeting on 27th September 2018. Following a robust procurement process, with the support of the Council's Procurement and Commissioning support services, the contract was awarded to District Enforcement at a cost of £65,000 per annum.
- 2.2 Ongoing discussions with the Safer Communities Manager, and Procurement colleagues, about the practical delivery of the Service Level Agreement, included an electronic solution to the processing of tickets. It was agreed by the North East Area Council on April 4th, 2019, that the electronic approach should be used, and this is included in the revised cost of the Service Level Agreement.
- 2.3 The North East Area Council's Environmental Steering Group have recently met with District Enforcement to review the outputs and outcomes of the commission from April 2020 to date. After careful consideration they recommend that the commission, and the service level agreement, is supported for a further twelve months.

3.0 Recommendations

- 3.1 **That the Environmental Enforcement commission with District Enforcement is a zero-tolerance enhanced service, to include a visible uniformed presence, and an educational element. The commission will be funded to run from April 1st, 2021 to the 31st March 2022, at a cost of £65,000 per annum.**
- 3.2 **That the Service Level Agreement with Barnsley MBC's Enforcement Services is funded for a further year, from April 1st, 2021 to the 31st March 2022, at a cost of £14,840 per annum.**
- 3.3 **That printed dog bags should be given to dog owners to encourage them to pick up after their dog by the Enforcement Officers. The cost of a supply of the printed dog bags will be £1,000.**

Caroline Donovan
Area Council Manager

26th November 2020

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