

MEETING:	Penistone Area Council
DATE:	Thursday, 3 December 2020
TIME:	10.00 am
VENUE:	Held Virtually

AGENDA

- 1 Declarations of pecuniary and non-pecuniary interests

Minutes and notes

- 2 Minutes of the Penistone Area Council meeting held on 1st October, 2020
(Pac.03.12.2020/2) *(Pages 3 - 8)*
- 3 Notes from the Penistone Ward Alliance held on 8th October, 2020
(Pac.03.12.2020/3) *(Pages 9 - 10)*

Performance

- 4 Report on the Use of Ward Alliance Funds (Pac.03.12.2020/4) *(Pages 11 - 12)*
- 5 Presentation on Performance (Pac.03.12.2020/5)

Items for decision

- 6 Procurement and Financial Update (Pac.03.12.2020/6) *(Pages 13 - 18)*

To: Chair and Members of Penistone Area Council:-

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

Area Council Support Officers:

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

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

Wednesday, 25 November 2020

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MEETING:	Penistone Area Council
DATE:	Thursday, 1 October 2020
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

MINUTES

Present Councillors Barnard (Chair), Greenhough, David Griffin, Kitching and Wilson

51 Declarations of pecuniary and non-pecuniary interests

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

52 Minutes of the Penistone Area Council meeting held on 23rd July, 2020 (Pac.01.10.2020/2)

The Area Council received the minutes of the previous meeting held on 23rd July, 2020.

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

53 Notes from the Penistone Ward Alliance held on 6th August, 2020 (Pac.01.10.2020/3)

The meeting received the notes from the Penistone Ward Alliance held on 6th August, 2020.

RESOLVED that the notes from the Penistone Ward Alliance held on 6th August, 2020 be received.

54 Report on the Use of Ward Alliance Funds (Pac.01.10.2020/4)

Members noted that the Ward Alliance Fund had an opening balance of £36,970.05 at the beginning of the financial year. The Area Council Manager noted that the report indicated that £26,380.43 remained, however a number have projects had received funding from an allocation held centrally to respond to the Covid-19 situation and therefore the Ward Alliance Fund had been reimbursed. The amount left for allocation was therefore £27,657.

Members heard of plans to promote the Ward Alliance Fund in order to encourage applications, particularly from groups which may have been adversely affected by the pandemic. Members noted that many groups were apprehensive to continue their activities in the current situation, especially where those taking part were elderly or vulnerable. It was hoped that the fund could be used to ensure groups were able to be maintained, and the great work these were undertaken in the area was acknowledged.

Members heard that another virtual meeting of the Ward Alliance would be arranged to take place soon.

RESOLVED that the report be noted.

55 Performance Report (Pac.01.10.2020/5)

The Area Council Manager introduced the item reminding members that the information related to quarter one, as information relating to quarter two was still being processed.

In relation to an overview of performance, Members were reminded that providers had to alter their delivery in light of the pandemic. However, the outcomes being delivered were commendable. A number of areas of success were highlighted including that four business had been engaged in improving their local environment, three full time jobs had been created, and 14 people had received training through virtual means.

Members were reminded that the report featured the first quarter of the new contract with Twiggs Grounds Maintenance. Though restrictions due to Covid-19 had impacted on the work, the team had engaged with groups, Parish Councils and Businesses. Support had also been provided to Neighbourhood Services cleaning up targeted areas and others identified as needing some attention.

Support had been provided in innovative ways, often through the use of technology, and consideration was being given to establishing an equipment bank in order for volunteers to have access to the relevant tools. Members noted how appreciative the community were for the continued hard work of the team.

The contract with Age UK Barnsley was in its second year and had refocused of late to support the most vulnerable. Staff had worked with the Area Team, Social Prescriber and Age UK Barnsley staff based more centrally to ensure those who required support received it.

39 volunteers had been engaged in delivering the contract with 417 interventions to support 94 older people. The service had supported residents throughout the area.

Feedback from service users was extremely positive, however it was noted that there had been a number with complex needs. In these cases referrals were made to other agencies where appropriate. Members noted that issues due to lack of mobility were increasing due to the current restrictions.

It was noted that 14 service users had received information and advice from Age UK Barnsley. This had resulted in £41,422 of additional benefits being gained. In addition, clients had been referred to other services such as Warm Homes where relevant.

Age UK Barnsley had also been innovative in engaging older and vulnerable people as conventional groups could not be convened. This had included a number of home activity clubs, including a pudding club which was very well received.

Contacts had been maintained in smaller communities contacts

and adaptations made so residents could carry on with activities in their own homes where possible.

Members noted that the PenPals project had been postponed as schools had not been in session. It was hoped that this could be resurrected now pupils had returned to school.

The Supporting Older People in the Penistone Area network had not been able to meet, but a virtual meeting was being planned. The group would be considering the winter period and coordination of winter warmth activities. Members noted the benefit of the presence of Age UK in the area, and the support given to those utilising the service.

The contract delivered by DIAL continued to be well subscribed with telephone and online appointments being offered. Approximately £155,000 of additional benefits had been claimed, with over £70 claimed for £1 of Area Council investment.

The service provided by CAB had seen a significant uptake, with 78 clients being assisted since October, 2019 and £70,000 of debt now managed. £128,000 in additional benefits had also been claimed. During the past quarter 51 clients had been supported.

Members noted that advice services continued to be promoted in the area and discussions were taking place as to how these could be better connected with services providing employment support.

Members considered the service provided by South Pennine Community Transport. It was noted that a final report had been requested but had yet to be received.

The Area Council Manager provided feedback on the work of the Area Team, which had provided support to the Community Responders and community volunteers. Though requests for support had reduced, contact had been maintained with service users with a view to them being able to access support if required as winter approaches. Contact had also been maintained with groups to continue to offer support if possible.

Members were made aware of an additional resource, for a Community Engagement Officer in the Area Team, which was funded by Public Health. This role would be hands on, gathering community intelligence and advising on the impact of Covid-19. They would also be able to assist in reaching out to more remote residents to advise them on services available.

Members praised the impact of all services commissioned by the Area Council, and thanks were given to all involved, including the Area Team.

RESOLVED: that the report be received.

The Area Council Manager reminded Members of the history behind the services funded to help reduce loneliness and isolation for older people. A full review had been undertaken, this highlighted outcomes delivered and provided an indication of challenges expected over the forthcoming 12 months.

In order to respond to these challenges, it was recommended that £70,000 be allocated to the Supporting Vulnerable and Isolated Older People's Grant Fund and that further applications be encouraged. It was proposed that this would be allocated through previously agreed mechanisms associated with the fund, with awards expected to be approved by mid December, 2020.

Members noted the history of the Working Together Fund, which was established in 2015 and had received several allocations from the Area Council budget. £61,030 had been carried forward in to the current financial year. One application had been received and if approved would leave £51,912 to allocate. Members were reminded of previous discussions, where there was a desire to fund activities to support young people. Unfortunately it had been unable to progress this due to the pandemic.

It was suggested that applications to the Working Together Fund be invited from groups to help with Covid-19 recovery, with a closing date of 27th November.

In addition, it was also suggested that a further £40,000 be allocated to the Working Together Fund specifically ringfenced to support young people in the Covid-19 recovery process. This would be advertised, again with a closing date of 27th November for applications.

Members noted the current situation in relation to the contract with Twiggs Grounds Maintenance, with performance being satisfactory.

Those present considered the financial position of the Ward Alliance Fund. It was noted that the figure remaining for allocation, had increased since papers were published due to the fund being reimbursed from a central budget to support Covid-19 recovery. £27,657 therefore remained for allocation.

Members were reminded of previous discussions that highlighted the need to review the Area Priorities in light of the pandemic. A review had been undertaken which recommended that the current priorities remained, but that flexibility ought to be applied where applicable.

The previous meeting had discussed the possibility of highlighting the work of the Area Council, the Ward Alliance, and the support available to residents via coverage in Penistone Living. This was supported and an allocation made available for coverage in future editions.

Members supported information being provided in printed media, as many residents were not online. It was suggested that the work of volunteers could be featured, recognising their hard work and dedication. Members discussed the awards event held in 2019 and it was suggested that consideration could be given to holding something virtually in 2020.

Members also discussed whether a loyalty voucher scheme could be explored in Penistone Living. It was noted that plans were in place to trial similar in Barnsley Town Centre with a view to replicating this in Penistone if successful.

Members were made aware of the current financial position of the Area Council. Subject to recommendations being agreed, £50,225 remained for allocation in the current financial year.

RESOLVED:-

- (i) That the update on all contracts funded by the existing Supporting Vulnerable and Isolated Older People Grant Fund be noted;
- (ii) That £70,000 be allocated to the Supporting Vulnerable and Isolated Older People Grant Fund to be allocated using mechanisms previously agreed, and that the Executive Director Community be authorised to approve grants following recommendations from the grant fund panel to address the impacts of Covid-19 on vulnerable and isolated older people in the Penistone Area;
- (iii) That the financial position of the Working Together Fund be noted and that the fund be promoted widely to support with community recovery in the wake of the Covid-19 pandemic;
- (iv) That £40,000 be allocated to the Working Together Fund ringfenced to establish specific activities to support young people in the wake of the Covid-19 pandemic;
- (v) That the update on the new Clean and Tidy contact be noted;
- (vi) That the current position of the Ward Alliance Fund be noted;
- (vii) That the current priorities for the Area Council be maintained in light of the recent review;
- (viii) That £3,000 be allocated to support communication of Area Council updates through purchasing space in the Penistone Living Magazine;
- (ix) That the current financial position be noted.

57 Principal Towns (Pac.01.10.2020/7)

Fiona O'Brien, Project Management Officer was welcomed to the meeting to provide an update in relation to the Principal Towns programme.

In relation to the development of Penistone Town Hall, Members heard how the contract had been split into smaller lots in order to encourage more local business to tender.

A brief had been completed for wayfinding and this was to be tendered to engage an artist to work with the community an innovative approach. Work was also underway with the heritage group on a heritage trail.

In relation to the Market, discussion was taking place with the Markets Team around branding and new market stalls had been purchased. CCTV had been added to the market barn and extending Wi-Fi to cover the town centre was being considered.

A review of benches and cycle racks in the Town Centre had been undertaken and where necessary replacements or additional of each would be provided, concentrating on the high street and market area.

Members questioned whether extending Wi-Fi would provide value for money, given the improvement in mobile data provision. It was noted that cost would be taken into account, but that this was often popular and could offer useful information to inform marketing. It could also be used to promote public messages.

The Shop Front Improvement Scheme was discussed. It was noted that a further round of this had been proposed, but was likely to be oversubscribed.

RESOLVED:-

- (i) That thanks be given for the update; and
- (ii) That further updates be provided to Members as appropriate.

Chair

NOTES OF PENISTONE WARD ALLIANCE MEETING
Thursday 8th October 2020, Virtual Meeting

1. Present: Cllr Robert Barnard, Jonathan Cutts, Bob Blythe, Joe Unsworth, Pauline Ogden, Cllr John Wilson, Ann Walker, Graham Saunders, Cllr Hannah Kitching, Cllr David Greenhough

In Attendance: Stephen Miller and Tanya Dickinson

Apologies: Cllr David Griffin, Barbara Lee, Richard Leech

2. Declarations of Pecuniary and Non-pecuniary Interest

None

3. Notes of the Meeting Held on 6th August 2020

Approved.

4. To Consider any Matters Arising from the Notes

None.

5. Ward Alliance Finances

Cllr Barnard confirmed Penistone Ward Alliance fund has an allocation of £27,657.83 remaining for the current financial year. A refund had been made for some eligible Covid-19 related projects.

6. Penistone Area Council Update

Cllr Barnard provided information about further grant funding available from the Penistone Area Council, including a new grant being focussed on supporting young people across the area.

7. Applications for Financial Assistance

a) Twiggs Volunteer Toolbank - £613.20

All in favour. An allocation of £613.20 was recommended.

b) Penistone Archives Covid Security - £550

Excellent group and community resource but questions were raised about some of the costings and value for money. An allocation of £236.38 was recommended.

c) Thurgoland Welfare Toilets - £2,000

All in favour. An allocation of £2,000 was recommended.

8. Any other business

Jonathan Cutts volunteered to the community representative on the next Working Together Fund panel.

Stephen Miller updated about the Barnsley Spirit scheme currently being promoted and encouraged members to make nominations.

9. Date and time of next meeting

Members agreed that the next meeting would likely be virtual, date to be reviewed and agreed in advance.

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2020/21 WARD FUNDING ALLOCATIONS

For 2020/21 each Ward will have an allocation of £10,000 Ward Alliance Fund.

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

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

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

The carry-forward of remaining balances of the 2019/20 Ward Alliance Fund will be combined and added to the 2020/21 Allocation, to be managed as a single budget with the above conditions.

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

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

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

£20,000.00	base allocation
£16,970.05	carried forward from 2019/20
£1,277.40	Covid Income
£38,247.45	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining
			£19,123.73	£38,247.45
Love Thy Penistone Card Readers - Covid 19	£501.40	£4053	£19,123.73	£37,746.05
Craft Club Silkstone - Covid 19 Face Masks	£776.00	£2161	£19,123.73	£36,970.05

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £19,123.73	Allocation Remaining £38,247.45
Springvale Community Garden	£2,607.80	£1945	£19,123.73	£34,362.25
Royd Garden Community group	£2,000	£405	£19,123.73	£32,362.25
Wortley Community Church and Notice Board	£1,077.70	£0	£18,046.02	£31,284.55
Thurgoland Bowling Club	£3,626.72	£4,323	£18,046.02	£27,657.83
Thurgoland Village Hall	£2,000	£108	£18,046.02	£25,657.83
Penistone Archive group	£236.38	£378	£18,046.02	£25,421.45
Twiggs Volunteer Bank	£613.20	£500	£18,046.02	£24,808.25

BARNSELY METROPOLITAN BOROUGH COUNCIL

**Penistone Area Council
December 3rd 2020**

**Summary report of the
Penistone Area Council Manager**

Penistone Area Council Procurement and Financial updates

1.0 Purpose of Report

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

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

1.2 The report outlines the 2020/2021 financial year position for Penistone Area Council and current budget update, outlining available finance to support with funding recommendations from within the report.

2.0 Recommendations

2.1 **That members receive the update on the procurement activity.**

2.2 **That members note the update of contracts funded by the existing Supporting Isolated and Older People Grant fund from within this report, and agree to the allocation of £35,000 to provide a six month extension to these contracts to allow continuity of service provision to address the impacts of the Covid-19 pandemic on vulnerable older people in the Penistone area.**

2.3 **That members agree to the proposed delay in grant procurement activity to establish future provision to support vulnerable and isolated older people in the wake of the Covid-19 pandemic.**

2.4 **That members receive the update and current financial position of the Penistone Working Together Fund.**

2.5 **That members receive the update on ringfenced funds within the existing Working Together Fund to establish specific activities that will support young people in the wake of the Covid-19 pandemic**

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

2.7 **That Members note the current position for the 2020/21 budget**

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

- 3.1 The current grant contracts held by Age UK have continued to perform satisfactorily, however these contracts have been flexed during the Covid-19 period which is reflected in the performance reporting presented within this meeting.
- 3.2 At the PAC meeting 1st October 2020 members were advised that current contracts to provide the existing service are due to end in January 2021, and it was agreed that £70K is made available from the 2020/21 Area Council budget to set up a further 'Supporting Vulnerable and Isolated Older People Fund' (SVIOP) with devolved responsibility for the formal approval of the grants to the Executive Director for Communities, following recommendations from the grant fund Panel Members.
- 3.3 In light of the ongoing impacts of the of Covid-19 pandemic, and the need to provide continuity of service to vulnerable members of the Penistone Community, it is recommended that a delay is made to the procurement activity associated with the allocation of funds for a future service and that members agree to the allocation of £35k from the 2020/21 PAC budget to allow a six month extension to current contracts held by Age Uk .
- 3.4 Members will receive an updated timeline for procurement of a future service to support vulnerable and isolated older people at the next PAC meeting in 2021.

4.0 **Penistone Area Council Working Together Fund**

- 4.1 At the Area Council meeting of October 1st 2020 members agreed that the Working Together Grant should be promoted to accept applications to fund activities which will support covid recovery intentions with a deadline of 27th November 2020.
- 4.2 Members are advised that to date one application has been received and subsequently approved by the Grant Panel to fund a continuation of the debt advice service to be delivered by Citizens Advice Bureau at a cost of £8,118.
- 4.3 A further application for funds to provide an information and advice service to be delivered by DIAL is in progress and will require grant panel approval.
- 4.4 Members are advised that financial hardship funds have been made available to the Area Council outside of the 2020/21 PAC budget and will be used to supplement funding applications for information and advice services to enable extended provision to support higher demand.

4.5 The Working Together grant will continue to be promoted by the Area Team to encourage further applications

4.6 Total allocations to date

Penistone FM	£ 15,627.00
Penistone Round Table	£ 11,660.00
Penisone Scout Group	£ 8,050.00
Sporting Penistone	£ 16,230.00
DIAL (Information and Advice service 2017)	£ 4,275.00
Barnsley Market – BMBC Market Barn additions lighting and Wi-fi	£ 6,740.00
Penistone Youth Project (TYS)	£ 8,730.00
The People Focussed Group (Bumping spaces)	£ 19,836.00
Cycle Penistone CIC	£ 5,990.00
Penistone FM Community Radio Older people	£ 19,840.00
South Pennine Community Transport CIC 2017 pilot	£ 5,000.00
Trans Pennine Trail Conservation Volunteers Penistone Station project	£ 6,630.00
Allocation to Ward Alliances	£ 10,000.00
DIAL (Information and Advice service 2018)	£ 4,395.00
South Pennine Community Transport CIC 2017 Pilot extension	£ 6,538.00
South Pennine Community Transport CIC Service Delivery 2018/19	£ 20,000.00
TPT conservation volunteers Penistone Station project extension	£ 2,890.00
Penistone FM Young Voices	£ 7,644.00
DIAL (Information and Advice service 2019 with option to extend to 2020)	£ 9,700.00
CAB Barnsley (Information and Advice Debt support 6 month Pilot to Sept 2019)	£ 2,115.00
South Pennine Community Transport CIC Service Delivery contribution 2019/20	£ 14,000
Barnsley CAB debt advice service operational costs to September 2020	£ 3566
Barnsley CAB debt advice service operational costs to September 2021	£8,118
Total Allocations to date	£ 217,574

<i>Current Amount remaining for allocation</i>	£ 52,912
<i>Applications to Working Together grant currently pending</i>	
<i>Penistone FM 'Talk.Just Talk' young people project (still on hold pending further information)</i>	£ 9208

5.0 **Working Together Grant fund – Supporting Young People**

- 5.1 At PAC meeting October 1st 2020 members agreed to an additional £40k allocated from within the current 2020/21 PAC commissioning budget to be ringfenced within the Working Together Fund and promoted solely for the use of activities which will support the physical and mental wellbeing of young people.
- 5.2 Members are advised that the Area team is working with partner organisations to scope the needs of Young People in the Penistone area and develop a brief for this new Working Together Young People's Support Fund which will be shared with members before being widely advertised.
- 5.3 Members will be invited to provide grant panel representation when the grant is established.

6.0 **Clean, Green and Tidy Service**

- 6.1 Following a robust procurement process, in which members participated, Twiggs Ground Maintenance Ltd were successful in being appointed as the preferred provider for the Penistone Clean, Green and Tidy service and started their contract on the 1st April 2020 at a cost of £100,000 for this year from within the current area council budget allocation.
- 6.2 The current Clean Green and Tidy service contract started during the lock down period for Covid-19 and as a result it has been agreed to flex this to meet immediate needs during the crisis period.
- 6.3 The contract performs satisfactorily within the flexed terms and performance highlights are presented within this meeting.

7.0 **Current Financial Summary Position**

- 7.1 Following member approval of recommended funding allocations at PAC October 1st 2020 of Supporting Vulnerable and Isolated Older People Grant £70k , Working Together Supporting Young people grant £40K, Penistone Living content space £3k a total working budget remains of **£50,225**

7.2 Approval of the recommended £35K from within the 2020/21 PAC budget allocation to support the extension of the current Supporting Vulnerable and Isolated Older People contracts at 3.3 within this report would leave a current working budget of £15,225

7.3 2020/21 Budget allocations

Approved spend items in operation in 2020/2021	Current approved expenditure from 2020/2021 budget
New Clean Green and Tidy contract	£100,000
Supporting Older people Fund extension to Jan 2021	£ 52,000
New Supporting Older people grant (defer to 2021/22 procurement)	£ 70,000
Working Together Grant fund Supporting Young People	£ 40,000
Penistone Living Magazine content space	£ 3,000
Total allocated spend to date	£265,000
Budget 2020/21	
Base budget	£200,000
Additional income to base budget	£21,829
Underspend from 2019/20 budget	
Underspend from cumulative lack of draw down from allocated spend	£93,396
Total budget available for spend 2020/21	£315,225
Total remaining available for spend from budget	£50,225
Recommended allocation to support SVIOP contract extension	£35,000
<i>Potential final budget total following approved recommendations</i>	<i>£15,225</i>

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