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| MEETING: | Penistone Area Council |
| DATE: | Thursday, 13 February 2020 |
| TIME: | 10.00 am |
| VENUE: | Council Chamber, Penistone Town Hall |

MINUTES

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

30 Declarations of pecuniary and non-pecuniary interests

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

31 Minutes of the Penistone Area Council meeting held on 5th December 2019 (Pac.13.02.2020/2)

The Area Council received the minutes of the previous meeting held on 5th December, 2019.

RESOLVED that the minutes of the Penistone Area Council meeting held on the 5th December, 2019 be approved as a true and correct record.

32 Notes from the Penistone Ward Alliance held on 5th December 2019, and 9th January, 2020 (Pac.13.02.2020/3)

The meeting received the notes from the Penistone Ward Alliance held on 5th December, 2019 and 9th January, 2020.

Members noted the the application from Cawthorne VE75 would no longer be forthcoming as they had secured the required finance from other sources.

Thanks were given to Richard Leech for his volunteering to take part in the evaluation panel for the Clean and Tidy commission.

RESOLVED:-

- (i) That the notes from the Penistone Ward Alliance be received;
- (ii) That thanks be given to Richard Leech for his volunteering to take part in the tender evaluation panel for the Clean and Tidy commission.

33 Report on the Use of Ward Alliance Funds (Pac.13.02.2020/4)

The Area Council Manager introduced the report, noting the finance remaining in the Ward Alliance Fund which was in the region of £26,000. It was noted that the forthcoming Ward Alliance Meeting would consider over £11,000 of applications.

Members acknowledged that projects funded, and that finance could be carried forward into 2020/21. It was likely that this would be in the region of £15,000. Members noted that the Ward Alliance Fund would be promoted through the coverage in Penistone Living.

RESOLVED that the report be received.

34 Performance Report Q3 (Pac.13.02.2020/5)

The Area Council Manager introduced the item, and Members noted that the report covered the period October to December, 2019.

Five contracts were in place for services delivering in the area, these were held by Twiggs Grounds Maintenance, Age UK, DIAL, Citizen's Advice Bureau and South Pennine Community Transport. The Area Council Manager made Members aware that there were no concerns about any of the contracts.

The attention of Members was drawn to the overview of performance, and it was noted that the services contributed to some of the priorities more than others. It was suggested that the local economy and supporting young people may be areas where Members wished to focus investment on in the future.

Members noted the numbers of volunteers engaged, and those influencing the design and maintenance of their environment. 19 Community groups had been supported within the quarter, 2 of these being new. 79 residents and young people had also received advice and support within the quarter.

With regards to the current contract with Twiggs Grounds Maintenance, it was noted that this would come to the end of the extension period on 31st March, 2020. Generally performance against the contract was very positive. Although weather had been poor, the numbers of businesses engaged was relatively high, though number of schools worked with had reduced, but 11 pupils had still been engaged.

The edible beds by Windermere Road in Penistone were now being looked after by a group of volunteers, and groups such as Team Green Moor and Tankersley and Pilley Environmental Group (TPEG) were still very active.

A new business, Garden Creations had been engaged and a new community group around the railway turntable near Green Road had been developed.

Also positive was the HBEE+ group which had been established to look after a patch of land under a gardening licence granted by the Council in order to create a habitat for bees and other pollinators.

The relationship with Cawthorne Parish Council had developed further and support was still given to the Watermeadows group and to the Marketeers. Members noted the work in Thurlstone at Spout House Well and with Bank View Café.

Members discussed the issue of vandalism and litter in the Market Barn, with some of the latter associated with drug use. It was noted that the Police were aware, and it was envisaged that some of the litter issues may be able to be solved with additional bin capacity.

Progress against the three lots being delivered by Age UK was considered. Overall all lots were performing well, with 41 volunteer hours pledged in the quarter. Many volunteers were working on a one-to-one basis, with 5 new volunteers recruited in the quarter and 4 new enquires. As well as working with individuals on a one-to-one

basis, there was also the ability to arrange small scale group activities such as lunches.

Those present heard of the increase in older people being referred to the service who had more complex issues, which the service was not equipped to respond to. These were therefore referred on to social care.

Members heard that a positive impact on measures of wellbeing and isolation had been seen due to the interventions by Age UK.

The Pen Pal project was said to be working well, and was the first of its kind in the borough. Not only did it impact on loneliness but it helped young and old to engage with each other.

Members praised the work of Age UK, including that which sought to address issues in some of the more isolated communities within the area, many of which had lost their community hub in recent times.

Information and advice was also provided through the first lot of the contract, with the majority of beneficiaries being aged over 70 years old. Within the quarter £35,000 of additional benefit had been gained, bringing the total to approximately £150,000 for the year.

Within the quarter 108 journeys had been undertaken as part of the community car scheme, but with only 5 volunteer drivers and 10 repeat users. All users and drivers were encouraged to continue to use the booking system in order to monitor usage.

Lot 2 of the contract with Age UK was focused on promoting healthy lifestyles. Work continued with groups in Pilley and Wortley, and also development work was taking place around the Crow Edge, Carlecoates and Dunford area.

The Men in Sheds project had successfully launched and was being well attended. Plans were in place to undertake work to make or fix things within the community.

The third lot managed by Age UK was to create and manage a network in the area and the SOPPA network (Supporting Older People in the Penistone Area) was established as part of this. The network now had 13 members, with a community nurse recently joining. As part of the lot, work was being undertaken to inform 'Age Friendly Penistone'. Research had been undertaken and results were being analysed. Members heard that the findings from this would feed into an action plan and the Principal Towns programme. It was acknowledged that not all targets within the lot had been met, as it had taken time to establish the network.

Members heard how Age UK would be undertaking an evaluation of the interventions funded by the Area Council in Penistone with feedback from this being presented to a future meeting.

To date 52 individuals had received advice from DIAL with £161,000 of additional benefit claimed. For every £1 the Area Council had invested, £36.77 had been brought into the area. It was acknowledged that each resident accessing the service could provide a positive impact on the wider family.

Members noted the positive work and discussed the extent of the problem of under claimed benefits throughout the area. Promotion of the service was considered, but it was noted that this may require additional capacity. It was suggested that the Area Council Manager discusses these issues with DIAL and reports back to the Area Council.

Citizen's Advice Bureau was now in the second 12 month period of funding from the Working Together Fund. Although the offer was positive, it was felt that use by residents was somewhat sporadic, but Members suggested that the arrangements (2nd and 4th Wednesdays) were somewhat confusing. It was proposed that some promotion could be undertaken, and closer working between this service and DIAL may be beneficial.

South Pennine Community Transport reported over 3,500 passengers making journeys on the 25 bus service within the quarter, showing its popularity. Discussions were taking place with SYPTE regarding future support to the service, and it was noted that this may require an element of further grant funding from the Working Together Fund to continue to operate beyond March 2020.

The 25a service had recently been introduced. Although the offer was limited, the service had been well received.

The organisation was in discussion with Thurgoland Parish Council with regards to providing an additional service, which may link to Fox Valley.

It was noted that South Pennine Community Transport had launched their 5 year strategy, and had recent success at the Community Transport Awards, being amongst the top 3 community transport providers of the year.

Members wish to express their thanks to the Area Council Manager in ensuring the success of the commissions and the effective delivery.

RESOLVED:-

- (i) That the report be received;
- (ii) That the Area Council Manager discusses with DIAL the current levels of demand and potential promotion and expansion of the service;
- (iii) That the Area Council Manager suggests greater levels of cross promotion and referrals between DIAL and CAB services in the area; and
- (iv) That the Area Council Manager be thanked for their hard work in successfully managing all Area Council contracts to ensure their effective delivery.

35 Procurement and Financial Update (Pac.13.02.2020/6)

The Area Council Manager introduced the item, referring to previous discussions about the Age UK services being funded through the Supporting Vulnerable and Isolation Older People Fund. A full review of the service was underway and it was suggested that the Area Council receives feedback from this at the meeting in June.

In relation to the Working Together Fund, over the past few years a total of £209,456 had been devolved for allocation. From this £61,030 remained to distribute.

Members noted that one application was on hold, pending further consideration of the Supporting Young People priority at the scheduled workshop.

Members noted that the funding to support South Pennine Community Transport would be coming to an end on 31st March, 2020. It was acknowledged that the organisation was in discussion with SYPTE but that further grant funding may be required. If this was the case Members encouraged an application to the Working Together Fund, ideally for either less finance than before, or providing a greater level of service than previously. Any unallocated Working Together Fund finance would be carried forward to the 2020/21 financial year.

Members noted that the current Clean and Tidy contract had originally started in 2017. Due to satisfactory performance this had subsequently been extended, and would now end on 31st March, 2020. In August 2019, the Area Council had decided to commission a similar service, with a view to this being established from 1st April, 2020. The commission had been advertised, returns received, and a tender evaluation panel had convened to select a preferred provider. The outcome of this would feed into the next meeting of the Area Council.

Due to additional finance being made available for the Ward Alliance Fund, significant finance remained, however this would be carried forward for distribution in 2020/21.

Members were reminded about the previous approval for content relating to the Ward Alliance and Area Council to feature in two editions of the Penistone Living publication. The next edition would be published on 21st February, 2020 and would feature Men in Sheds, Watermeadows Park, and a short article on the work undertaken to support young people. Members noted the positive coverage and were minded to consider future space in the publication.

The Area Council Manager provided an overview of the current financial situation. In 2019/20 £178,171 had been allocated, leaving £21,829 to be carried forward to 2020/21. Within 2020/21, finance had been allocated to Age UK and the Clean and Tidy commission with approximately £71,000 remaining.

RESOLVED:-

- (i) That the report be noted;
- (ii) That the update and progress of contracts funded by the Supporting Isolated and Older People Grant Fund be noted, and that a full review of the service be provided at the June meeting of the Area Council;
- (iii) That the update and financial position of the Penistone Working Together Funds be noted;
- (iv) That the update on the current Clean and Tidy contract, and the procurement of a future contract to commence April 2020, be noted;
- (v) That the current financial position of the Penistone Ward Alliance Fund be noted;
- (vi) That the provision of Area Council updates in the February edition of Penistone Living be noted, and that the provision of material in future editions be considered at a future meeting of the Area Council;
- (vii) That the financial position of the Area Council for 2019/20 and that predicted for 2020/21 be noted.

36 Area Council Future Action Plan (Pac.13.02.2020/7)

The Area Council Manager introduced the item reminding Members of the review of Area Councils which had been undertaken in 2019, with key officers and Members providing feedback at a number of workshops.

As a result of the review an action plan had been developed which had been arranged in three themes 'How we work with internal and external partners and the wider strategic landscape'; 'Impact of the Area Council's work'; and 'Commissioning cycle, including priority setting, use of budgets and member involvement'.

With regards to the link officer role, it was noted that a role profile had been developed; this would be used to highlight the expectations placed on new link officers. Members noted that David Shepherd had decided to step down from the link officer for Penistone Area Council. Members gave thanks for David's contribution to the Area Council in his time as link officer.

Members noted actions within the plan such as the need to improve the link with wellbeing teams, share good practice across Area Councils and develop guidance on how issues could be escalated if required.

The plan included a focus on the evaluation of work and improving communications and branding. It also embedded Social Return On Investment (SROI) methodologies in order to show the wider value of the work of Area Councils.

Members noted the need to improve priority setting processes, including access to data, and the opportunity to increase the involvement of Members in the procurement of interventions.

RESOLVED:-

- (i) That the report be noted;
- (ii) That thanks be given to David Shepherd for his contribution in the role as Penistone Area Council Senior Management Team Link Officer, and
- (iii) That Members be kept informed of the delivery of actions contained within the plan.

37 Tour De Yorkshire (Pac.13.02.2020/8)

Stephen Miller, Community Development Officer, provided Members an overview of arrangements for the Tour De Yorkshire 2020, as he had acted as link officer between the Area Team and officers in events.

The event will take place on Saturday 2nd May, 2020 and will be stage 2 of the women's tour and stage 3 of the men's. It is being classed as the heritage section of the event.

This will be the first time that the women's race had passed through Penistone, and will be passing through the town in the morning, with men in the afternoon.

Members were made aware of the proposed route, which would involve a sprint through Oxspring.

Preparations were in place to encourage involvement from partners and raise awareness of the event. A roadshow had been organised to take place on 25th March for interested parties to attend.

It was envisaged that land art will be created, which is likely to follow the heritage theme. Previously the Ward Alliance had financially supported Parish Councils and Schools, matching their finance to support engagement in the event.

Members were supportive of the work, and gave credit for the work of the community support the event in previous years.

RESOLVED that the report be noted.

Chair