



in partnership with Sunderland City Council



Annex 1

Project Title:
HERITAGE RESOURCE CENTRE
SIB Requested:
£26,324

Section 1: Application Requirements

1.1
<p>Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.</p> <p>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.</p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)
Coalfield [<input checked="" type="checkbox"/>] East [<input type="checkbox"/>] North [<input type="checkbox"/>] Washington [<input type="checkbox"/>] West [<input type="checkbox"/>] South [<input type="checkbox"/>]

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:		
ST MICHAEL & ALL ANGELS CHURCH		
2.2 Address of Lead Organisation / Group:		
THE BROADWAY, HOUGHTON-LE-SPRING, TYNE & WEAR. DH4 4DN		
2.3 Contact Name for Project:		2.4 Position in Organisation:
JEAN V. HENDERSON		DIRECTOR OF RESTORATION AND RE-ORDERING
2.5 Tel. Number:	2.6 Fax Number:	2.7 E-mail Address:
0191 5841967		kenandjean.henderson@btopenworld.com
2.8 Day to Day Contact Name / Details: (if different to 2.3 above)		
N/A		
2.9 Legal Status of Organisation:		2.10 Registered Charity Number (if applicable):
REGISTERED CHARITY		X82677/1

2.11 Does your organisation have a bank account into which funds can be paid?
YES
2.12 Has the organisation received SIB support previously?
Yes [] No [<input checked="" type="checkbox"/>]
If 'Yes' please provide details:
2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?
Yes [] No [<input checked="" type="checkbox"/>]
If 'Yes' please provide details:

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
HERITAGE RESOURCE CENTRE	
3.2 Project Start Date:	3.3 Project End Date:
JANUARY, 2008	JUNE 2008
3.4 Please Describe the project:	
<p>To establish a heritage resource centre on the newly-installed mezzanine floor in the north transept and on the ground floor of the south transept housing multi-media facilities and giving access to local histories, community publications, press coverage, special features, parish records and photo libraries, as well as to the Houghton Feast archives.</p> <p>To highlight existing artefacts, including the tombs of Sir John le Spring and Rector Bernard Gilpin, war memorials, the celebrated Belassis brass, plaques to Houghton's dignitaries, architectural features from different building phases dating back to Norman times. Grave covers from the north transept will be relocated in the south transept and those currently in the south transept will be re-aligned.</p> <p>To introduce a time-line tour around the building comprising of audio-visual information points and feature displays on key figures, happenings, developments and structures.</p> <p>To produce educational materials for use with students during visits which key into school curricula and facilitate the prescribed learning outcomes. These materials could also be used with other groups (e.g. uniformed organizations).</p> <p>To produce a guidebook of St. Michael's detailing its architectural features, historical significance and cultural contribution to the community.</p>	
3.5 What service does the organisation currently provide and how will this be complemented by the project?	
<p>As the oldest building in Houghton, St. Michael's is an integral part of the community's identity and continues to play a significant role in the lives of many of its members. Regular visits from schools, uniformed organizations, local history groups, persons researching their family trees, visitors and other interested parties prompted the Parochial Church Council (PCC), St. Michael's Governing Body, to consider whether an Heritage Resource Centre should be established. A consultation involving over 50 local groups and community representatives not</p>	

only demonstrated that there was wholehearted support for such a proposal, but also identified a number of partners willing to contribute, including schools and local history groups. In response to this groundswell of public support, the PCC intends to implement the proposal.

3.6 What additional activity will SIB funding allow to happen (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	
(b)	A project will be provided to a higher quality / on a greater scale	
(c)	The funding will accelerate the implementation of the project by 12+ months	<input checked="" type="checkbox"/>
(d)	A gap in funding will be filled pending other funding being secured	
(e)	Other reason	

Please explain your answer:

We need to acquire the services of a professional heritage interpreter to draw up a detailed specification for the scheme. This will accelerate the implementation of the project. SIB will also contribute towards the heritage interpretation scheme itself being matched with BIFFAWARD, PCC funds and charitable trusts

3.7 How will you publicise that you have received support from SIB?
(please refer to Section 3 of the guidance notes)

The project will be publicised in conjunction with the S.I.B. funded Area Marketing project.

3.8 Has there been any consultations concerning the need for this project?

Yes No

If 'Yes' please provide details:

As stated above, a consultation involving over 50 local groups and community representatives demonstrated that there was wholehearted support for such a proposal.

3.9 Is there any documentary evidence available to support the need for this project?

YES

If 'Yes' please provide details:

Copies of letters of support and feedback forms can be made available on request.

3.10 Who will benefit from the services provided by the project?

It is anticipated that many groups will access the Heritage Centre. When it is opened, the church will be staffed and remain open on a daily basis. We will of course, be publishing opening times that will be adhered to and it is envisaged that a lead person/volunteer will manage the day to day staffing rota. Many volunteers from other interested parties have pledged their support in this direction. This will provide a more flexible use of the church to serve the wider community. It will also create a quality tourist amenity in the centre of Houghton. All local schools are keen to use the church more when the learning centre is complete. Many groups such as, local History Group, Sunderland Antiquarians, Friends of Hillside Cemetery, Friends of Copt Hill, Houghton and Lambton Banner Group, D.L.I. association, British legion, and the National Union of Mineworkers have expressed a keen interest in this proposed centre. It has been estimated that in any one year at least one third of the population of Houghton would attend an event in St. Michael's Church.

3.11 Will there be any implications for Council Services arising from this project?

Yes No

If 'Yes' please provide details:

3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?

Yes [] No []

If 'Yes' please provide details:

Whilst sponsorship of a City Council Directorate is not required, the Head of Culture and Tourism has welcomed the initiative as a community led project that matches the aspirations of the Cultural Strategy to have a network of local heritage centres across the City.

3.13 Are any legal and other approvals required?

Yes [] No []

If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:

Faculty application has to be approved before the work can begin. This is currently been sought. The faculty procedure is the equivalent of seeking conservation approval from City Council. The Faculty procedure is a legal requirement for the Church of England to protect their church buildings and more so when it is a Grade I listed. It is a very strict and lengthy process. We expect to hear very soon the outcome of the application.

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?

Yes [] No []

If 'Yes' please describe how the project will comply with the Policy:

If 'No' please describe how your organisation addresses equal opportunities issues:

The P.C.C. ensures as far as is possible that no one is discriminated against on grounds of age, gender, sexual orientation, race or disability.

4.2 Does your project specifically address any of the following issues?

Ethnic Issues Yes [] No [] (please tick)

If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:

Gender Issues Yes [] No [] (please tick)

If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:

Disability Issues Yes [] No [] (please tick)

If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:

The installation of the project is designed to comply with the recommendations laid down in the Disability Discrimination Act 1995.

Section 5: Relationship of Project to the Area Framework(s)

5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:

The project will contribute to the City strategic Objective ' Extending Cultural Opportunities' The Heritage Resource Centre will provide a quality cultural facility across the area incorporated in the town's oldest building. St. Michael's is of great historical interest and has the potential to promote the area and attract more visitors to the town.

5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).

- Establishment of Heritage Resource Centre
- Improved access to local historical artefacts
- Introduction of a time-line tour
- Production of educational materials
- Production of guidebook of St Michaels

5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?

N/A

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The Church's approved architect will manage the project.

6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?

The P.C.C. is confident that the project will go ahead. This of course is dependent upon Faculty approval as detailed under 3.13 above. SIB will not be spent until approval is in place.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£26,324

7.2 Indicate the type of funding requested: (please tick)

Capital [] Revenue [] Both []

7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?

Heritage Interpretation Scheme

Biffaward - £51,020 has been granted ('in principle') but will not be released until other match funding is in place.

The Parochial Church Council will contribute £20,000.

£4,000 has been secured from smaller charitable trusts.

SIB is requested to provide the remainder of the required funds in order to complete the funding package for this part of the scheme

Other elements

English Heritage has awarded £16,000 development grant and a £20,000 repair grant for the external masonry and internal redecoration which is required before the fixed elements of the heritage resource centre can be developed. This funding is already secured.

Applications have also been submitted to Heritage Lottery and Northern Rock for Capital works and the Restoration of Internal Historic Fabric and Artefacts. This will amount to in the region of £130,000. It should be noted that the Heritage Interpretation Scheme is not dependent upon immediate funding being secured for this element although it will be complemented if this funding is secured.

7.4 What other funding alternates have been considered and why were these not appropriate?

See above

7.5 What are the financial implications for the project should it not receive SIB funding?

The urgent task of preparing the interpretative plan and securing the funds for the work to be carried out is of prime importance. Without help from SIB, the implementation of this work would be delayed whilst other funds were sought

7.6 When SIB expenditure is complete how do you intend to continue this project?

The Heritage Centre will be complete at this stage but will continue to be progressed as funding from charitable trusts becomes available.

7.7 Provide a profile of projected costs:

Funding Source	2007/08	2007/08	2008/09	Total Cost
SIB:				
Coalfield	£26,324			£26,324
£				
1)	Biffaward	£51,020		£51,020
2)	PCC	£20,000		£20,000
3)	Charitable Trusts	£4,000		£4,000
Total Cost:		£101,344		£101,344

7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.

NONE

7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:

Heritage Interpretation Scheme	
Implementation of Heritage Interpretation Scheme	
Interpretation Plan	£ 6,353
Internal and external displays and information boards	£64,501
Guide Book	£ 1,175
Town trail	£ 7,050
Web-site	£ 587
Education packs	£ 2,584
Equipping Heritage Resource Centre	£ 5,875
- Total Capital Cost	£88,125
- Design fees	£13,218
TOTAL	£101,343

7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.

Budget costs have been assessed by the Architect who is very familiar with the local authority's policy on purchasing and procurement procedures and these will be complied with. It should be noted however that certain elements of the scheme are of an extremely specialised nature.

Section 8: Additional Information

8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):

The project, when completed, will provide the community with an attractive, versatile and well-equipped venue for exhibitions, concerts and other cultural events.

The Parochial Church Council of St. Michael and All Angels has an established record of taking on significant capital projects and delivering them efficiently and effectively. Its staff, officers and members represent a substantial body of competence, experience and professionalism. For example, the PCC includes company directors, self-employed business people, senior managers in plcs, as well as specialists in education, finance, telecommunications and law.

Section 9: Declaration

I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:

Name:
MRS. JEAN V. HENDERSON
Position in Organisation:
DIRECTOR OF RESTORATION AND RE-ORDERING
Date:
9 th May 2007