



in partnership with Sunderland City Council



Annex 1

EAST AREA COMMITTEE 2nd February 2009

REGENERATION ISSUES REPORT: APPLICATIONS FOR SIB

1. East Forum Development

Project Title:
Sunderland East Forum Development
SIB Requested:
£18,480

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. 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 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>
1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)
Coalfield <input type="checkbox"/> East <input checked="" 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:
Sunderland East Area Forum
2.2 Address of Lead Organisation / Group:

C/o Riverview House West Wear Street Sunderland SR1 1XD		
2.3 Contact Name for Project:		2.4 Position in Organisation:
Mary Pattinson		Secretary
2.5 Tel. Number:	2.6 Fax Number:	2.7 E-mail Address:
565 1566	568 0740	mary.pattinson@sunderlandcvs.co.uk

2.8 Day to Day Contact Name / Details: (if different to 2.3 above)	
2.9 Legal Status of Organisation:	2.10 Registered Charity Number (if applicable):
Constituted Body	
2.11 Does your organisation have a bank account into which funds can be paid?	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
2.12 Has the organisation received SIB support previously?	
Yes <input type="checkbox"/> 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 <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If 'Yes' please provide details:	
Cllrs Ross Wares and Cllr Thomas Martin	

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
East Forum Development	
3.2 Project Start Date:	3.3 Project End Date:
01/03/2009	01/03/2010
3.4 Please Describe the project:	

The Sunderland East Area Forum has identified the need to increase its capacity to meet the needs of local people and voluntary and community groups across the East area, consisting of: Millfield; St Michael's; Hendon and Ryhope ward. The Forum are aware of the new development to introduce Doxford ward into the East and have meet with groups from this area to inform them that they are welcomed to join, but are aware that they are currently supported by the Sunderland South Forum.

The Forum are seeking SIB funding for a period of one year, from this financial year, to enable them to employ a part time Project Worker (20 hrs pw), who will be located with a host employer at Sunderland CVS, ensuring that all legal requirements regarding employment law e.g. payroll and insurance requirements are meet.

The need for this position has been identified over the last 15 months. The Forum have been hosting regular Forum meeting across the Sunderland East area, encouraging local people and groups to meet up and share information, from accessing funding streams to consultation on regeneration project.

The principle duties of the worker would be to:-

- Develop and implement a Business Plan, this would include a cohesion Funding Strategy to secure future funding to ensure sustainability for the Forum
- Maintain a website and produce monthly e-newsletters, linking it to other marketing tools with all relevant service providers and VCS groups across Sunderland East
- Organise meetings, presentations, circulating minutes/papers
- Encouraging groups to participate and engage with each other, sharing news/events/ resources
- Promote opportunities to access funding and training courses

The Forum's aim is to become a staffed and resourced second tier voluntary organisation, supporting and growing the community sector in Sunderland East and working with the Council to deliver comprehensive, community led regeneration and service improvements.

3.5 What service does the organisation currently provide and how will this be complemented by the project?

The Sunderland East Forum is a constituted body, which was established in 2007 to provide residents, workers and voluntary sector organisations working in the East Area communities with access to resources, information, training and support and also the opportunity to have their voices and opinions heard. The Forum provides a contact point for statutory agencies to share information and consult directly with residents. The organisation's mission is to provide a coherent and consistent voice for residents, community groups and voluntary sector organisations. This will ensure collaborative work with statutory sector organisations in a common effort to improve community facilities and advance the social, economic educational and leisure opportunities across the East Area with the object of improving the conditions of life for local people. The Forum will be a key partner in the developing framework for neighbourhood arrangements.

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	<input type="checkbox"/>
(b)	A project will be provided to a higher quality / on a greater scale	<input checked="" type="checkbox"/>
(c)	The funding will accelerate the implementation of the project by 12+ months	<input type="checkbox"/>

(d)	A gap in funding will be filled pending other funds being secured (max 6 months)	<input type="checkbox"/>
(e)	Other reason	<input type="checkbox"/>
Please explain your answer:		
The East Forum was being supported by Sunderland CVS and the Area Regeneration Officer. This level of support cannot continue and if SIB was awarded it would provide the Forum with the capacity to further develop.		
3.7 How will you publicise that you have received support from SIB? <small>(Please refer to Section 3 of the guidance notes)</small>		
The Forum will work with the Area Committee Marketing Project.		
3.8 Has there been any consultations concerning the need for this project?		
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
If 'Yes' please provide details:		
With local Councillors and the local Voluntary and Community Sector.		
3.9 Is there any documentary evidence available to support the need for this project?		
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
If 'Yes' please provide details:		
Draft Local Area Plan; Citizen Engagement and Public Services: Why Neighbourhoods Matter (NRU 2005); Community Empowerment White Paper (DCLG 2008).		
3.10 Who will benefit from the services provided by the project?		
Residents of the East, the City Council and its partners.		
3.11 Will there be any implications for Council Services arising from this project?		
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
If 'Yes' please provide details:		
Under the area and neighbourhood agenda this will assist the delivery of local services.		
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If 'Yes' please provide details:		
3.13 Are any legal and other approvals required?		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:		

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:

The project will deliver a fully staffed East Forum to implement its equal opportunities policy with particular capacity to work with Black and Ethnic Minority Groups, people with disabilities, women, older people and young people.

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

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

Ethnic Issues Yes No

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

Gender Issues Yes No

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

Disability Issues Yes No

If 'Yes' please provide details as to how the project is in line with 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 East Forum contributes specifically towards the achievement of the following strategic priorities:

- Attractive and Inclusive: Working towards Social Inclusion; Working towards Community Cohesion;
- Learning: Ensuring a Sense of place; Increased creativity, education and participation in development of appropriate infrastructure

The Forum also indirectly contributes to all of the strategic priorities by being the mechanism for linking organisations and sharing information across the Area. It is also increasingly recognised as the model of best practice for partnership working at an Area/ Neighbourhood level.

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).

The East Forum, with its increased capacity, will produce a more active and self-confident community, which will help to combat social exclusion and assist with the achievement of:

- Lower crime levels;
 - Higher literacy and numeracy levels;
 - Lower levels of ill-health;
 - Reduction in unemployment;
 - Increase in the quality of life;
 - Reducing isolation;
 - Building confidence, self-esteem;
 - Reduce poverty.
- Community group membership will increase over the lifetime of the project from the current 50 to 100
 - Over the next year community groups in the area will be helped to secure £50,000 to enhance the work of their respective organisations. (Based on evidence from previous year).

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 East Forum is an incorporated voluntary organisation, which will seek charitable status. The Forum meets monthly.

A Management Committee is elected from the membership at the Annual General Meeting and manages the organisation. There are 12 places on the Committee; eight full membership representatives that are drawn from the Forum's member organisations and four Local Authority representatives (one Elected Member from each of the current four wards served by the organisation). The constitution also makes provision for the organisation to co-opt a further four non-voting representatives to the Committee who they believe have specific skills or experience that will benefit the organisation.

New changes to the Area Committee will be reflected in the Forum.

The Management Committee is responsible to the Forum.

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

No

Section 7: Financial Information

7.1 How much SIB funding is requested?

£18,480

7.2 Indicate the type of funding requested

Capital Revenue Both

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

No

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

Appropriate funding agencies have no funds available within the timescale.

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

Development will be severely curtailed.

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

External funders have indicated support for VCS infrastructure organisations.

7.7 Provide a profile of projected costs:

Funding Source	2008/09	2009/10	2010/11	Total Cost
SIB:				
Coalfield				
East	£18,480			£18,480
North				
South				
West				
Washington				
Other Sources (please state)				
1)				
Total Cost:	£18,480			£18,480

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

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

Project Worker:	£10,279
Overheads:	£3,576
Telephone:	£500
Internet:	£125
Management Fee:	£1,500
Forum Meetings and Events:	£2,500
Total:	£18,480
<p>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.</p>	
<p>Any equipment purchased will be in line with City Procurement Policy</p>	

Section 8: Additional Information

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

Section 9: Declaration

<p>This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share the information with other bodies responsible for auditing or administering public funds for these purposes.</p>
<p>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:</p>
<p>Name:</p>
<p>Mary Pattinson</p>
<p>Position in Organisation:</p>
<p>Secretary</p>
<p>Date:</p>
<p>12 01 09</p>