

EAST SUNDERLAND AREA COMMITTEE

AGENDA

**Meeting to be held in the Civic Centre (Committee Room No. 2) on
Monday, 3rd July, 2006 at 5.30 p.m.**

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6.	Presentation from Northumbria Police on Crime Rates Relating to the East Sunderland Area	

**This information can be made available on request in other languages.
If you require this, please telephone 0191 553 1055.**

7.	Presentation from Nexus	12
	Report of the City Solicitor (copy herewith).	
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R.C. RAYNER,
City Solicitor.

Civic Centre,
SUNDERLAND.

23rd June, 2006.

At a meeting of the EAST SUNDERLAND AREA COMMITTEE held in the CIVIC CENTRE, SUNDERLAND on MONDAY, 3RD APRIL, 2006

Present:-

Councillor Wares in the Chair

Councillors C.R. Anderson, Bainbridge, Maddison, T. Martin, Sidaway, M. Smith and Wood.

Apologies for Absence

An apology for absence was submitted on behalf of Councillor Adshead.

Minutes

1. RESOLVED that the minutes of the last meeting of the Committee held on 6th February, 2006 be confirmed and signed as a correct record.

Declarations of Interest

Item 4 - Education Provision and Developments in the East Area of Sunderland

The following Councillors declared personal interests in the item:-

Councillor Bainbridge as Chairman of the Governors at Ryhope Infant School and a Governor at St. Aidans;

Councillor Sidaway as a Governor of Grangetown Primary and Southmoor School;

Councillor M. Smith as her grandson attended St. Aidan's School;

Councillor T. Smith as a Governor at Valley Road Primary and Southmoor School;

Councillor Wares as a Governor at St. Patrick's Primary and Venerable Bede School; and

Councillor Wood as Chairman of the Governors at St. Aidan's School.

Item 7 - Strategic Initiatives Budget (SIB) : Regeneration Issues Report

Councillor Bainbridge declared a personal and prejudicial interest in the application from Ryhope Development Trust as a Member of the Board and withdrew from the meeting before the Committee gave consideration to the application.

Councillor Wares declared a personal and prejudicial interest in the application from Ryhope Development Trust as Chairman of the Board and withdrew from the meeting before the Committee gave consideration to the application. Councillor Sidaway took the Chair for this application only.

Councillor M. Smith declared a personal interest in the application from Sunderland Counselling Service as a relative was employed by TPCT.

Item 8 - Strategic Initiative Budget : 2005/06 Ward Based Community Chest

The following Councillors declared personal and prejudicial interests in the following applications and withdrew from the meeting before the Committee gave consideration to the applications:-

Councillor Bainbridge in respect of Ryhope Infant School as Chairman of the Governors;

Councillors Maddison and M. Smith in respect of Sunderland Orphanage and Education Foundation as Council appointed Members of the Foundation;

Councillor T. Martin in respect of the Sunderland Remembrance Day Parade Steering Group as a Member of the Steering Group; and

Councillor Wares in respect of St. Patrick's School as a Governor at the school.

Education Provision and Developments in the East Area of Sunderland

The Director of Children's Services submitted a report (copy circulated) providing summary information on education provision and developments in the East Area of Sunderland.

(For copy report – see original minutes).

Lynda Brown, Acting Head of Standards and Quality, briefed Members on the report.

Councillor Sidaway enquired as to the reasons for lower attainment especially at Valley Road and Hudson Road Primary Schools and any potential bearing attendance might have in this regard. He also noted that both schools had higher than average numbers of pupils from BME communities. Ms. Brown advised that the Every School Day Counts Team were working in the schools to improve attendance but specific trends in the BME community had not been identified. School

Improvement Officers were also working in the schools and reported regularly to the Chief Inspector.

Referring to page 11, Councillor Wood suggested that further explanation of SOA and IMD would have been useful. Ms. Brown advised that Super Output Areas (SOAs) were smaller geographic areas which enabled planning and development to be more precise, whilst Indices of Multiple Deprivation (IMD) covered a larger area but remained a useful comparative tool.

Councillor Wood referring to the table on page 11, enquired as to why net capacities had not been recorded for Millfield Nursery and Barbara Priestman School. Ms. Brown advised that she could obtain more detailed information for Millfield Nursery but as it was a Children's Centre the question of capacity did not apply in the same way. With regards Barbara Priestman, due to the nature of provision it offered, net capacity did not apply in the same way it would with mainstream schools.

Councillor Anderson thanked Ms. Brown for such a comprehensive report which enabled a thematic overview to be drawn. For example, whilst St. Joseph's and Diamond Hall were in close proximity to one another, differences emerged in attainment that might, in part, be due to the higher number of children from BME communities at Diamond Hall and difficulties children might consequently experience. Councillor Anderson commented that improvements in attendance and attainment were particularly heartening. However, the difficult question still remained of the best means by which standards could be raised, whether this could be achieved through additional teachers, teaching assistants or whether it was a matter of broader factors. Councillor Anderson regarded the question of free school meals as potentially distorting, as it was not possible to count those children eligible for free school meals who did not claim them due to the stigma attached. Councillor Anderson commended the proposals in the Education Bill for increased investment in school meals and catering facilities as this would assist in tackling social deprivation.

Ms. Brown commented that the impact of Sure Start would still not be felt for a number of years. In respect of boys' attainment, work was being undertaken by educational psychologists in the East End regarding language acquisition as many boys were identified as having a language deficit in the foundation stage which often contributed to behavioural problems. Ms. Brown agreed that problems existed in utilising free school meals data but that Local Authorities had been compelled to use this data. The use of improved data through SOAs and IMD were proving extremely useful. The development of a vocational curriculum in Sunderland was going from strength to strength and would have a positive impact on attainment. However, as the Government would soon require attainment data to include the number of children who achieved 5 A* - C GCSEs including English and Maths, this could lead to a short-term dip.

Councillor T. Martin commented that it was vital to encourage more young people to seek a university education, part or full-time. He expressed concern regarding staff absences and the use of supply teachers as he felt this could be a hidden cause of poor attainment. The financial burden placed upon schools could lead to the

appointment of less experienced teachers whose salaries would be lower. Councillor T. Martin emphasised the importance of experienced male teachers in raising boys' attainment. With regards school meals, he commented that it was necessary to have a system which did not allow differentiation between those who received free meals and those who did not.

Ms. Brown agreed that encouraging young people in Sunderland to pursue a university education was of the utmost importance, especially in the East Area where university entrance remained very low compared to the rest of the City. This was disconcerting as the City as a whole had a lower than average university entrance rate. Ms. Brown suggested that low stay on rates were an issue of aspiration as many young people did not consider university as an option open to them. Part time and vocational degrees were a means of tackling this and the Local Authority was working with Sunderland University to develop routes onto their courses such as expanding part time foundation degrees. Ms. Brown agreed that a balanced workforce was required in Sunderland schools, composed of both experienced teachers and new graduates. The graduate recruitment scheme was proving successful, especially in maths and science.

The Chairman thanked Ms. Brown for her informative and useful report.

2. RESOLVED that the report be received and noted.

Presentation from Northumbria Police on Crime Rates Relating to the East Sunderland Area

Inspector Steve Flaxen briefed Members on crime rates and initiatives relating to the East Sunderland Area. Crime rates for the period 1st March, 2005 to 28th February, 2006 were as follows: -

- Hendon - overall reduction of just under 3% - 95 fewer offences with a 44% reduction in burglary dwelling.
- Millfield - overall reduction of 2% - 90 fewer offences with 40% reduction in burglary dwelling.
- Ryhope - overall reduction of 20% -164 fewer offences.
- St. Michael's - overall reduction of 16% - 132 fewer offences.

Inspector Flaxen advised that there had been a slight increase in violence against the person in the City Centre, but that it was hoped new operations would bring about a reduction.

Councillor Anderson commended the Police on their recent raid on the New Monkey, echoed by Councillor T. Martin. Councillor Anderson enquired as to crime rates relating to drugs. Inspector Flaxen advised that detection of drug crime had risen by 3.5%, which amounted to an increase of 10 offences, this was due to people being searched following an arrest. Nationally, there had been an increase in the use of

so-called social drugs in and around major cities. Inspector Flaxen advised that some pubs had an excellent record in tackling drug use and that the Pubwatch scheme had highlighted the need for door staff to search customers upon entry to licensed premises.

Councillor Bainbridge commended the visible Police presence in the City Centre at weekends, which contributed to a sense of safety.

Councillor T. Martin expressed concerns regarding a Licensing application at North Bridge Street, which he felt would create similar problems to the New Monkey. He hoped that the new Licensing regime was leading to staggered closing times.

Councillor Wood commented that at the last meeting of the Committee, Inspector Flaxen had reported an increase in assaults on Police Officers and enquired as to the current situation. Inspector Flaxen advised that for the last nine weekends running, operations had been underway in the City Centre to target violence and disorder, where most of the offences were taking place. A strong Police presence was vital to deter potential offenders.

The taxi marshalling scheme had been an extraordinary success but funding remained an issue, as current arrangements for overtime payments to Police Officers and Police Community Support Officers could not continue indefinitely. The scheme had reassured both the public and drivers. The scheme would continue up to and including the Easter weekend and would then be reviewed. Inspector Flaxen advised that he had undertaken a visit to Manchester where a similar scheme was in place; in Manchester, the scheme was funded through a levy of £150 on the annual hackney carriage fee. Another option was a small levy of 25 or 30 pence placed on the fare of those picked up at marshalled ranks.

The Chairman stressed that publicans also had a responsibility in this matter. Members were keen to support the scheme and it was agreed that the Chairman would write to the Chairman of the Licensing Committee commending the scheme thus far and welcoming ideas for continued funding.

Councillor T. Martin commented on the shelter and queuing system at Park Lane. Inspector Flaxen advised that the Police worked in conjunction with Council Officers to determine rank locations, but that they had to seek potential objections to any proposed schemes. Another potential development could be the introduction of pedestrianised areas in the evenings, something that had proved a success in Cardiff. Areas of concern were around Park Lane, Derwent Street, Olive Street and surrounding streets as serious incidents could occur due to the large numbers of people and the movement of traffic, especially around midnight. Such a scheme could be enforced with the use of gated barriers or rising bollards, assisted by the Police or Local Authority Wardens. In response to a question from Councillor Sidaway, Inspector Flaxen advised that problems of a similar nature were experienced in Concord, Washington.

In response to a question from Councillor T. Martin, Inspector Flaxen commented that it was imperative that people were moved away from close proximity to licensed

premises and that currently the unhealthy mix of double parking, drivers and taxis collecting people and a large number of pedestrians was creating conflict.

The Chairman having thanked Inspector Flaxen for his informative update, it was:-

3. RESOLVED:-

- (i) that the presentation be received and noted; and
- (ii) that the Chairman write to the Chairman of the Licensing Committee regarding the taxi marshalling scheme.

Regeneration Issues Report : Feedback on Projects Previously Funded Through Strategic Initiatives Budget (SIB)

The Director of Development and Regeneration submitted a report (copy circulated) to provide information to the Area Committee on expenditure from the Strategic Initiatives Budget (SIB) on projects it had previously funded.

- Hendon/East End Neighbourhood Action Plan

(For copy report – see original minutes).

The Chairman introduced Mike Nicol, Employment and Programme Delivery Manager from Sunderland City Council. Mr. Nicol tabled the Draft Issues and Options Report for Members' information.

Councillor Anderson commented on the issue of transport, as the Metro to Millfield had made the area more attractive. Hendon was a success story waiting to happen, particularly due to its close proximity to the City Centre. Hendon required greater open space and buildings constructed needed to be of a high standard architecturally as the area had a number of listed buildings.

Councillor T. Martin commented on Hendon's ideal location, which would be made more accessible with planned developments. Much of the housing was well located and close to amenities, but required refurbishment. Young people also needed green spaces in the area.

Councillor Bainbridge raised the issue of the former Edward Thompson site and whether it would become available for new development. Councillor Sidaway understood that several approaches had been made but none had been accepted.

Councillor Sidaway commented on the poor standard of housing in parts of Hendon and often poor management by private landlords who allowed anti-social tenants to persistently cause problems. Councillor Sidaway was in agreement with Councillor Anderson that Hendon was potentially a very desirable area to live in due to its proximity to the City Centre, but that it was lacking in facilities for young people.

4. RESOLVED that the report be received and noted.

Strategic Initiatives Budget (SIB) : Regeneration Issues Report

The Director of Development and Regeneration submitted a report (copy circulated) to outline current expenditure from the Strategic Initiatives Budget (SIB) and applications for funding from this budget in order to support new initiatives, which would benefit the area.

- (i) Ryhope Development Trust – ‘A New Vision for Ryhope’;
- (ii) Sunderland Counselling Service – ‘People Builders’;
- (iii) Area Committee’s Events Budget; and
- (iv) Formal endorsement of projects previously considered.

(For copy report – see original minutes).

Full consideration having been given to the applications, it was:-

5. RESOLVED that approval be given to the allocation of Strategic Initiatives Budget funding of:-

- (i) £23,471 from the 2006/07 budget and £24,176 from the 2007/08 budget (subject to budget approval), as a contribution towards the Ryhope Development Trust led, ‘A New Vision for Ryhope’ project;
- (ii) £43,652 from the 2006/07 budget (subject to Cabinet approval of the Business Plan and project funding being secured) and £43,625 from the 2007/08 budget (subject to budget approval, subject to Cabinet approval of the Business Plan and project funding being secured) as a contribution towards the Sunderland Counselling Service led ‘People Builders’ project;
- (iii) £7,100 from the 2006/07 budget to restore the Area Committee’s ‘Events Budget’ to its upper operating level; and
- (iv) formal endorsement of projects previously considered, subject to budget approval, from the 2006/07 budget.

Strategic Initiatives Budget : 2005/06 Ward-Based Community Chest

The Director of Development and Regeneration submitted a report (copy circulated) to bring forward 11 recommendations relating to the 2005/06 Community Chest scheme.

(For copy report – see original minutes).

6. RESOLVED that approval be given to the eleven projects recommended for support from the 2005/06 Community Chest with a total of £4,340 as detailed in Annex 1.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) D.R. WARES,
Chairman.

EAST SUNDERLAND AREA COMMITTEE

3 July 2006

REPORT OF THE CITY TREASURER

HOUSING and COUNCIL TAX BENEFIT PROGRESS REPORT

FOR INFORMATION

1. PURPOSE OF REPORT

1.1 The purpose of this report is to inform Members of the performance of the Benefits Section in the processing of new claims (BVPI 78a) Best Value Performance Indicator for Housing and Council Tax Benefit. This report covers the period 1 April 2005 to 31 March 2006.

2. PERFORMANCE

2.1 Our target for BVPI 78a for processing new claims for 2005 – 2006 was set at 28 days. The attached table shows that we successfully achieved this target city wide (subject to audit). We also exceeded our 92% local target for new claims processed within 14 days of receipt of all necessary information, by achieving 93%. These two performance measures are still well within the Department for Work and Pensions' (DWP) standards.

3. FURTHER INFORMATION

3.1 One of the main objectives in last and this year's Business Plans for the Benefits Service is to promote Housing and Council Tax Benefit and thereby increase take-up of these benefits.

3.2 Members were previously informed of take-up exercises throughout 2005 – 2006. These drives to encourage people to take up benefits last year resulted in more than 2,250 enquiries and led to 360 successful claims. Some people are now better off by as much as £80 per week and others have received backdated awards of over £3,000. In all, over £404,000 extra Housing and Council Tax Benefit was paid.

3.3 A free Benefits Hotline has been set up in March 2006 as part of our ongoing drive to encourage take up. It costs nothing for customers to ring the Council's Contact Centre to find out if there are benefits they might be missing out on.

The hotline was launched as Council Tax bills were dropping on doormats and so far we have accepted nearly 1,000 calls and calculations have confirmed at least 100 customers will qualify for Housing and Council Tax Benefit (if they return their claim form). Publicity continues to promote the free phone number through working with Registered Social Landlords as they issue rent increase letters, advertising in the Echo, on billboards, and on our website. Investigations are also underway to advertise on a fleet of Stagecoach buses across the city.

3.4 This coming year, we face the biggest test we've had in many years which is the implementation of a new benefits system followed by an upgrade of our DIP (Document Image Processing) system. Significant preparation and effort has gone into researching and acquiring the right benefit system to improve service delivery and we are on track for a summer implementation. Leading up to implementation we must suffer unavoidable 'downtime' for a period, whilst data is migrated and programmes and interfaces are tested. However, we will do all we can to minimise disruption to our Service and will keep our customers informed at all times.

4. RECOMMENDATION

4.1 Members are asked to note the contents of this report.

5. BACKGROUND PAPERS

5.1 No background papers were used in the preparation of this report.

East Area Performance Statistics

National Best Value Performance Indicator (BVPI78a) - City Wide

	Targets 2005 - 2006	Performance 2005 - 2006	Targets 2006 - 2007
Average time taken to process a new claim from date of claim	28 days	27.77 days	27 days
Percentage of new claims processed within 14 days from receipt of all information	92%	92.57%	93%

**Item No.6 Statistics from Northumbria Police relating to crime rates in the East
Sunderland Area**

Hendon Two Year Ward change	01/06/2003 to 31/05/2004	01/06/2004 to 31/05/2005	Change 2003/4 to 2004/5	01/06/2005 to 31/05/2006	Change 2004/5 to 2005/6
Violence 11.36%	440	426	-3.18%	490	15.02%
Sexual 8.70% Offence	23	37	60.87%	25	-32.43%
Robbery 5.71%	35	39	11.43%	37	-5.13%
Burglary -41.47% Dwelling	381	237	-37.80%	223	-5.91%
Burg OTD -23.26%	258	206	-20.16%	198	-3.88%
Theft -9.36%	641	550	-14.20%	581	5.64%
Damage 24.17%	811	830	2.34%	1007	21.33%
Fraud -39.52%	124	113	-8.87%	75	-33.63%

Drugs 12.96%	54	49	-9.26%	61	24.49%		
Other -21.28%	47	27	-42.55%	37	37.04%		
Theft from -8.33%	432	374	-13.43%	396	5.88%		
Vehicles							
Theft -27.05%	244	153	-37.30%	178	16.34%		
Of/Taking Vehicles							
Total -5.21%	3490	3041	-12.87%	3308	8.78%		
St Michael's Two Year Ward change	01/06/2003 to 31/05/2004	01/06/2004 to 31/05/2005	Change 2003/4 to 2004/5	01/06/2005 to 31/05/2006	Change 2004/5 to 2005/6		
Violence -26.51%	166	143	-13.86%	122	-14.69%		
Sexual 0.00%	9	8	-11.11%	9	12.50%		
Offence							
Robbery -42.11%	19	15	-21.05%	11	-26.67%		
Burglary -50.00%	64	46	-28.13%	32	-30.43%		
Dwelling							
Burg OTD -19.05%	42	35	-16.67%	34	-2.86%		
Theft -22.90%	131	88	-32.82%	101	14.77%		
Damage -16.48%	267	225	-15.73%	223	-0.89%		
Fraud	14	10	-28.57%	5	-50.00%		

-64.29%							
Drugs	18	23	27.78%	16	-30.43%		
-11.11%							
Other	9	11	22.22%	19	72.73%		
111.11%							
Theft from	155	97	-37.42%	100	3.09%		
-35.48%							
Vehicles							
Theft	51	33	-35.29%	37	12.12%		
-27.45%							
Of/Taking							
Vehicles							
Total	945	734	-22.33%	709	-3.41%		
-24.97%							
Ryhope Wards	01/06/2003	01/06/2004	Change	01/06/2005	Change		
Two Year	to	to	2003/4 to	to	2004/5 to		
change	31/05/2004	31/05/2005	2004/5	31/05/2006	2005/6		
Violence	84	105	25.00%	84	-20.00%		
0.00%							
Sexual	4	4	0.00%	6	50.00%		
50.00%							
Offence							
Robbery	1	3	200.00%	7	133.33%		
600.00%							
Burglary	42	35	-16.67%	28	-20.00%		
-33.33%							
Dwelling							
Burg OTD	78	82	5.13%	49	-40.24%		
-37.18%							
Theft	214	210	-1.87%	170	-19.05%		
-20.56%							
Damage	141	189	34.04%	161	-14.81%		
14.18%							

Fraud -63.64%	44	26	-40.91%	16	-38.46%		
Drugs -65.52%	29	12	-58.62%	10	-16.67%		
Other -33.33%	12	7	-41.67%	8	14.29%		
Theft from 17.39% Vehicles	46	49	6.52%	54	10.20%		
Theft -19.44% Of/Taking Vehicles	36	37	2.78%	29	-21.62%		
Total -14.91%	731	759	3.83%	622	-18.05%		
AREA COMMAND 01/06/2003 01/06/2004 Change 01/06/2005 Change							
Two Year to to 2003/4 to to 2004/5 to							
change 31/05/2004 31/05/2005 2004/5 31/05/2006 2005/6							
Violence -3.67%	5695	5378	-5.57%	5486	2.01%		
Sexual -8.22% Offence	304	299	-1.64%	279	-6.69%		
Robbery -7.14%	252	309	22.62%	234	-24.27%		
Burglary -36.66% Dwelling	2294	1716	-25.20%	1453	-15.33%		
Burg OTD -16.71%	1999	1720	-13.96%	1665	-3.20%		
Theft -20.26%	7186	6238	-13.19%	5730	-8.14%		

Damage -8.29%	8912	8390	-5.86%	8173	-2.59%		
Fraud -51.37%	1203	996	-17.21%	585	-41.27%		
Drugs -13.39%	1023	816	-20.23%	886	8.58%		
Other -8.79%	489	356	-27.20%	446	25.28%		
Theft from -7.38% Vehicles	2575	1958	-23.96%	2385	21.81%		
Theft -30.36% Of/Taking Vehicles	1874	1404	-25.08%	1305	-7.05%		
Total -15.32%	33806	29580	-12.50%	28627	-3.22%		

East Sunderland Area Committee – 3rd July, 2006

Millfield	01/06/2003 to 31/05/2004	01/06/2004 to 31/05/2005	Change 2003/4 to 2004/5	01/06/2005 to 31/05/2006	Change 2004/5 to 2005/6	Two Year change
Violence	1070	1038	-2.99%	1279	23.22%	19.53%
Sexual Offence	31	45	45.16%	36	-20.00%	16.13%
Robbery	50	71	42.00%	51	-28.17%	2.00%
Burglary Dwelling	178	148	-16.85%	120	-18.92%	-32.58%
Burg OTD	148	199	34.46%	160	-19.60%	8.11%
Theft	1826	1672	-8.43%	1553	-7.12%	-14.95%

Damage	574	550	-4.18%	542	-1.45%		-5.57%
Fraud	270	199	-26.30%	111	-44.22%		-58.89%
Drugs	272	320	17.65%	334	4.38%		22.79%
Other	70	77	10.00%	83	7.79%		18.57%
Theft from Vehicles	369	198	-46.34%	201	1.52%		-45.53%
Theft Of/Taking Vehicles	177	79	-55.37%	84	6.33%		-52.54%
Total	5035	4596	-8.72%	4554	-0.91%	.	-9.55%

PRESENTATION FROM NEXUS

Report of the City Solicitor

1. Purpose of the Report

- 1.1 To receive a presentation from Nexus on two new community based transport services, TaxiLink and LinkUp.

2. Background

- 2.1 Nexus will be providing presentations to each of the Area Committees to inform Members of the new services and their impact in each Area.
- 2.2 Nexus has provided briefing notes for Members on the subject, which are attached as Appendix 1 to the report.

3. Recommendation

- 3.1 The Area Committee is recommended to note the presentation.

4. Background Papers

- 4.1 E-mail correspondence with John Usher, Head of Transport Integration, Nexus – 21st June, 2006.

R.C. Rayner,
City Solicitor.



TaxiLink

What is happening on 30 July?

A new service, TaxiLink, will replace Care Services.

What is TaxiLink?

It's a door to door service using accessible taxis. TaxiLink will give you greater freedom as to when your transport arrives and it will be more personal and convenient. Plus it will stay at just £1 per trip.

Why is Nexus making changes?

Most buses in Tyne and Wear have low floors, making them easier to use for people with mobility difficulties. TaxiLink is designed for people who still need a specialist service as they cannot use low floor buses or Metro.

I'm a member of Care Services, do I need to apply to use TaxiLink?

Yes. As this is a new scheme we are asking Care Service members to apply for a TaxiLink registration card. You will need to show your card to the taxi driver to be entitled to your £1 fare.

How do I register for the TaxiLink scheme?

Complete the enclosed application form and return it to us as soon as possible. Don't forget to include a passport sized photograph.

Will I qualify?

You will automatically qualify for the scheme if you are in receipt of any of the following:

- High Rate Mobility Component of Disability Living Allowance
- Attendance allowance
- Are registered as severely visually impaired or blind.

What if I don't automatically qualify?

If you do not qualify for any of the above but think you are mobility impaired we will assess your application on an individual basis. The application form explains this more fully.

What happens next?

If you qualify we will send you a registration card and details of how to use the new TaxiLink service. You can start using your TaxiLink card from 30 July.

What happens if I can't join the scheme?

Don't worry. Nexus are introducing a new network of bus services called LinkUp. LinkUp buses are open to all and can be booked as little as 45 minutes before you need to travel. These services will be operated by accessible minibuses for journeys that you cannot make by conventional bus or Metro services.

For any other queries call us on **0191 20 20 632**

LinkUp

What is LinkUp?

LinkUp is a demand responsive service available to everyone in Tyne and Wear. It provides journeys at times when regular services are not operating or where direct services are not available. It will be operated by smaller, brand new and fully accessible buses.

When does LinkUp begin?

It starts on 30 July 06.

Why do we need a 'demand responsive' service?

Conventional public transport cannot meet everybody's travel needs. Buses and Metro don't always go where people need to travel. In the evenings, for example, bus services are less frequent and some journeys are difficult to make without several changes. Demand responsive transport (DRT) complements the existing public transport network and provides links that otherwise could not be made.

Why are Nexus introducing LinkUp?

Nexus sees DRT services as an important part of the future of public transport. For several years Nexus has paid for UCall services to operate in Newcastle, Hetton, Houghton and Gateshead and they have been a great success. They fit conveniently between the fixed routes of buses and the freedom of taxi services and more and more people can now see the benefit.

Where can I travel on LinkUp?

Nexus has created 16 areas throughout Tyne and Wear. Passengers must call to book LinkUp for any journey providing it is within one of these areas. Where a journey could be made by conventional public transport, the Call Centre operator will advise you of this as it is likely to be more convenient for you. If your journey covers more than one area the operator will advise on where to change to other services.

When does it operate?

LinkUp services will be available for journeys between 7.00am and midnight everyday except Christmas Day and New Year's Day. A reduced service will operate on public holidays.

Where will LinkUp pick me up and drop me off?

LinkUp will pick up and set down at what we call meeting points. All existing bus stops are meeting points but we have also created meeting points at other places such as health centres, doctors surgeries and leisure facilities. LinkUp can take you to key interchange points where you can transfer to other bus services or to Metro.

There is also the opportunity to book LinkUp services for door to door travel, providing the vehicle is able to access the place without difficulty. There is an additional charge for this facility.

Who can use LinkUp?

LinkUp is a public service open to everyone.

How do I book?

Call 0191 20 20 666 anytime between 7.00am and 8.00pm.

If you want to make a journey before 8.00am you will need to book the day before. You can also book a journey from as little as 45 minutes before you want to travel or up to 8 days in advance. You can also book your return journey at the same time and even multiple or repeat journeys.

How much does using LinkUp cost?

The fare charged will be based on the direct route for your trip. All NTL Traveltickets are accepted as well as Concessionary Passes, so if you are 60 or over and have a Concessionary Travel pass you can travel free!

Drivers take cash for those without a pass and change is given

How can I get more information?

For more information call the Nexus Call Centre on **0191 20 20 632**.



TAXILINK & LINK UP

John Usher – Head of Transport Integration

Vince Hills – District Bus Manager (Sunderland)

NEXUS



SOCIAL INCLUSION NETWORK

Background

Care Service Membership 18,769

Dormant Membership 15,200

Active Membership 3,569

Patronage 210k per annum



UCALL

Background

2 vehicles in West Newcastle

2 vehicles in Sunderland Coalfields

110k passengers per annum

Sunderland Coalfields existing scheme expires September 2007



SOCIAL INCLUSION NETWORK

Initiative – 1

LINK UP

4 Contract Areas

4/5 DDA Compliant Vehicles Per Area

Free of Charge to CT Permit Holders

Premium Fare of 50p Door to Door

Social Inclusion Network





SOCIAL INCLUSION NETWORK





SOCIAL INCLUSION NETWORK

Initiative - 2

TaxiLink



For those with severe mobility or sensory impairment.

Revised criteria eligibility for membership.



Taxis – wheelchair accessible

£1 charge per single journey

Smartcard



SOCIAL INCLUSION NETWORK

ELIGIBILITY CRITERIA

Receipt of High Rate Mobility Component of Disability Living Allowance

Receipt of Attendance Allowance

Registered Blind or Severely Visually Impaired

Private Medical Assessment



SOCIAL INCLUSION NETWORK

Link-up & TaxiLink

All will have a dedicated team of drivers.

All will be DDA, Customer Service, Health & Safety qualified.

New telephone booking arrangements.

Link up with conventional public transport.



SOCIAL INCLUSION NETWORK

What happens now?

- May - Write to members explaining new arrangements.
- June - Send out applications for new membership.
- July - New contract commences 30th



SOCIAL INCLUSION NETWORK

Feed Back & Comments



SOCIAL INCLUSION NETWORK

TaxiLink/LinkUp

- To book your TaxiLink journey call 0191 20 20 777 between 9.00 am and 3.00 pm
- To book your LinkUp journey call 0191 20 20 666 between 07.00 am and 8.00 pm
- For more information call 0191 20 20 632
- Lost TaxiLink registration Card call 0191 20 20 632
- To Cancel a booked journey call 0191 20 20 632





SOCIAL INCLUSION NETWORK

ELIGIBILITY CRITERIA

Receipt of High Rate Mobility Component of Disability Living Allowance

Receipt of Attendance Allowance

Registered Blind or Severely Visually Impaired

Private Medical Assessment

EAST SUNDERLAND AREA COMMITTEE

3rd July 2006

**REGENERATION ISSUES REPORT ; FEEDBACK ON PROJECTS
PREVIOUSLY FUNDED THROUGH STRATEGIC INITIATIVES BUDGET (SIB)**

Report of the Director of Development and Regeneration

1.0 Purpose Of The Report

1.1 This report provides information to the Area Committee on expenditure from the Strategic Initiatives Budget (SIB) on projects it has previously funded

2.0 Background

2.1 Each Regeneration Framework area has been allocated a minimum budget of £200,000 per annum over the last eleven years from the Strategic Initiatives Budget to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area. Over this period, therefore, the Framework area has been allocated £2,254,586 in this way.

2.2 In order that the Area Committee can be kept informed of progress on projects it has previously funded as part of the SIB monitoring process, a programme of report backs has been scheduled.

3.0 Purpose of the Feedback Reports

3.1 The aim of the reports are to inform the Area Committee how the money it has been allocated through SIB has been used, how successful it has been in achieving its original objectives, and how the project will continue. Specifically, the reports have been asked to address the following key questions :

- How has the money has been used? How much was capital and revenue?
- What were the outcomes of the project? How has it helped to achieve the objectives identified in the original submission? Are there any statistics that will support the outcomes?
- What other funding the SIB allocation helped to attract?

- What are the key lessons learnt? What difference has the project made in comparison to other areas that did not have such funding? What added value did the project provide? Are there implications for existing service provision?
 - Does the project need to continue? Has it come to its natural end? If not, how will it be funded? Has it been considered for mainstream funding? Have other funding sources been approached?
- 3.2 Once the presentation has been completed, Elected Members will be invited to ask any questions or offer comments concerning the project.

4.0 Feedback to this Committee

- 4.1 At this Committee meeting, the following feedback reports will be presented:
- Participatory Budgeting project awarded £20,000 by the East Area Committee meeting of July 2005.
 - East Area Eastwise Pilot Project, awarded £ 11,325 by the East Area Committee meeting of November 2005
- 4.2 The original applications are attached as Annex 1.
- 4.3 A schedule of feedback reports for the remainder of 2006/7 is attached as Annex 2

5.0 Recommendations

- 5.1 That this report be noted.

Background Papers

Strategic Initiatives Budget (SIB): Regeneration Issues Reports to previous Area Committees

Regeneration Framework Files, East Area

**EXCERPTS FROM ORIGINAL SIB APPLICATIONS FOR FUNDING TO
EAST SUNDERLAND AREA COMMITTEE**

Application 1 – Participatory Budgeting

SIB Requested:	£20,000
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2.1 Name of Lead Organisation / Group:

Back on the Map Partnership

3.1 Project Title: (Please re-state title as per front sheet)

Participatory Budgeting

3.2 Project Start Date:

July 2005

3.3 Project End Date:

March 2006

3.4 Please describe the project:

The Office of the Deputy Prime Minister (ODPM) are piloting a new way of distributing public funds called Participatory Budgeting. If the pilot is successful the ODPM are interested in using it as a model of best practice for the allocation of funds when budgets are devolved to area level. Sunderland was chosen out of 39 New Deal for Community (NDC) areas to pilot this process. The Board have agreed to use a small pot of money (£20,000) which was allocated for a Back on the Map Community Chest scheme as the first part of the pilot. An additional £10,000 has been secured from the Social Inclusion Fund. If the SIB is added this will and the SiB funding would provide a pot of £50,000.

Participatory budgeting is a new, transparent way of enabling community members to gain experience in setting budgets and giving out money.

The local residents involved in the Steering Group have set out priorities for allocating the money within the area of the East End and Hendon. These priorities have been subject to consultation with other local people via a series of interviews using a participatory consultation method. Local residents involved in the community panel used a visual system of data collection to consult with other residents. Residents scored ideas by sticking colourful dots in a grid.

Participatory Budgeting will enable anyone who lives or works in the area to apply for up to £2,000 for a project / activity that will benefit the community and meet the aims that have been consulted on. In the past mainly constituted groups have applied for the Back on the Map Community Chest but some individuals have asked for money to organise trips or small events. They would

still be able to apply but would need to find a constituted group to accept the money and monitor that the money is only being used in line with the fund guidance, on their behalf.

The application process will require the completion of a one-page application form, and the application round comprises of 1 month for bids to be submitted followed by an event where people who have applied for money will be asked to present their bids verbally to 100 community representatives. All residents have been invited to apply to judge the bids by filling in and returning a coupon. The community judges will be drawn 'out of the hat' 33% from each of the 3 areas with one extra to make 100. Applications will be scored by local residents, using the electronic voting system, 100 handsets being available for this purpose.

The presentations of the applications will take place during the morning followed by lunch and in the afternoon each person will give a score of 0 to 10 to each application.

Each theme has an allocation of funding which was determined during the consultation period. An example of this is the 'Festival and Events' theme which has an allocation of £5,000. The application scoring the highest would be allocated the money first then the next highest etc. until the £5,000 was fully allocated. The scoring would then move on to the next theme, e.g, 'Clean Streets' that has an allocation of £4,000 and the process would be repeated.

A copy of the application form, guidance notes and budget matrix will be available at the meeting for information.

3.7 How will you publicise that you have received support from SIB?

(please refer to Section 3 of the guidance notes)

The SIB logo will go on all grant forms and correspondence and SIB support will be publicised at project scoring events, and at meetings with officers from the ODPM.

Any press releases from the SIB element of the project will be made via the Area Committee Marketing project, as per SIB requirements.

As this is a national pilot there may be articles that are in national press, SIB will always be mentioned in these as financially supporting this innovative, new grant-giving scheme.

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:

Creating Inclusive Communities

City Objective: Ensure engagement of different sectors of the community in partnership structures: All sectors of the community groups are allowed to apply for this grant as long as they benefit the community and meet the aims decided in the consultation exercise.

City Objective: Citizenship packs for schools and organisations: As young people comes into our aims, schools who work with young people who live in the East End and Hendon can apply for money for citizenship packs.

City Objective: Funding stream established to support actions to further community cohesion: This funding pot has been established so that small community groups can apply for money for activities and projects that will benefit the community and therefore further community cohesion.

City Objective: Ensure community involvement as a key requirement for any new initiative: This project has been led by and decisions made by members of the community. Local people have been consulted about what this money should be spent on, thus ensuring community involvement.

City Objective: Development of activities to bring together different age groups and sectors of the community: All community groups within the East end and Hendon can apply for this money to develop activities that will work with different age groups and sectors of the community.

Reducing Crime and the Fear of Crime

City Objective: Offer "diversionary" activities and improve facilities for young people: One of the aims that this money has to be spent on is provision for young people, this includes "diversionary" activities.

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 SIB match funding (if successful) when added to the Back on the Map and Social Inclusion funding provides a total pot of £50,000.

During the consultation of the Participatory Budgeting Funding matrix it was decided that the funds would be allocated as follows:

20% Crime, drugs and anti-social behaviour	£10,000
23% Young People.	£11,500
8% Clean Streets.	£ 4,000
9% Transport.	£ 4,500
20% Events and Festivals.	£10,000
20% Small Grants.	£10,000

Although the maximum grant is £2,000 past applications to the BotM Community Chest have sometimes been as low as £100. No matter how small the bid the decision as to whether an application is successful will depend on the residents

votes so we could potentially have anywhere from 25 to 500 projects accessing funding from this pot.

The most likely outcome would be a mixture. An example for 'Crime' might be:

Crime, drugs and anti-social behaviour £10,000

Maximum bids £2,000 x 2 groups = £4,000

Moderate bids £1,000 x 3 groups = £3,000

Small Bids £150 x 20 groups = £3,000

The above 'Crime' example would be of benefit to up to 25 groups. If we estimate an impact of at least 20 residents per group therefore we have a potential impact of 500 residents via 25 projects.

As the 'Crime' allocation accounts for 20% of the total available funding, the above estimates could be increased 5-fold.

Section 7: Financial Information		
7.1 How much SIB funding is requested? £20,000		
7.2 Indicate the type of funding requested: (Please tick)		
Capital []	Revenue [x]	Both []
7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much? The Back on the Map Management Board have already agreed to give £20,000 and the Social inclusion Task Group are giving £10,000. This will give a Participatory Budgeting fund of £50,000		
7.4 What other funding alternatives have been considered and why were these not appropriate? SiB funding is been requested because it covers the same area as BotM and is an example of partnership working that truly empowers and benefits local residents. If the pilot is successful and is used for allocation of devolved funds the residents of the East End and Hendon will have provided CoS Council with some valuable learning information. No other fund is appropriate to this pilot		
7.5 What are the financial implications for the project should it not receive		

SIB funding?
This project will still go ahead, however it will not be on as big a scale.

7.6 When SIB expenditure is complete how do you intend to continue this project?
If this pilot is successful when evaluated by ODPM we will then be using the Participatory Budgeting process on a percentage of the Back on the Map main budget. In line with the Participatory Budgeting process the percentage and amounts would be decided through participatory consultation

7.7 Provide a profile of projected costs:

Funding Source	2005/06	2006/07	2007/08	Total Cost
SIB :				
East	£20,000			£20,000
Other Sources:				
1) BotM	£20,000			£20,000
2) Social Inclusion Task Group	£10,000			£10,000
Total Cost:	£50,000			£50,000

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

The room hire for the Participatory Budgeting will be coming out of the BotM Management and Administration budget. The Participatory Budgeting pilot consultation, (which is being carried out by Community Pride Initiative), is being paid for by the ODPM, the allocation for the Sunderland pilot is £6,000.

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

Through the consultation results a Participatory Budgeting Funding matrix was developed and the percentages of money allocated to each theme were agreed. The amounts for a £50,000 pot are as follows:

20% Crime, drugs and anti-social behaviour	£10,000
23% Young People.	£11,500
8% Clean Streets.	£ 4,000
9% Transport.	£ 4,500

20% Events and Festivals.	£10,000
20% Small Grants.	£10,000

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: Maureen Colohan
Position in Organisation: Capacity Building Manager
Date: 27/05/05

East Area Committee
Strategic Initiative Budget
Participatory Budgeting

How the money has been spent

Back on the Map, Sunderland's New Deal for Community (NDC) initiative was selected to be part of the Office of the Deputy Prime Minister's scheme piloting the development of Participatory Budgeting as a technique to engage local residents in decision making and budget allocation.

In July 2005 Back on the Map approached the East Area Committee to consider a proposal to agree a sum of £20,000 to complement the £30,000 the NDC had already committed to provide a People's Fund community grants scheme.

The principle behind the Participatory Budgeting initiative is to allow local residents to have the opportunity to identify their key areas of concern, find an allocation of available funds and then to score proposed projects to meet the recognised needs of the community.

Using the experience of the consultants appointed from central government a steering group of local residents developed a funding matrix to decide how much of the available funds would be allocated to each of the identified criteria.

The combined funding from SIB and NDC provided a total of £50,000 for distribution against the following identified areas:-

Targeted Priority	% of funding	Amount Allocated
Crime, Drugs Anti-Social Behaviour	20%	£10,000
Young People	23%	£11,500
Clean Streets	8%	£4,000
Transport	9%	£4,500
Events and Festivals	20%	£10,000
Small Grants	20%	£10,000
Total	100 %	£50,000

Back on the Map hosted two People's Fund events at the Bangladeshi centre to consider potential project ideas to address the priorities identified by local residents. At these events community groups were invited to address community representatives outlining their proposals. The community panelists then scored the projects using e-voting, an electronic voting system, allowing for an instant display of the results. Project representatives could see straight away whether they had been successful and how much money they would be allocated.

The following list outlines the projects that were successful in obtaining money through the People's Fund process.

People's Fund SIB Claims and Outcomes

July to Sep 05

Quarter 2

Claim put in 16th November 2005

Albatross (CHANCE) Help towards a trip to Butlins for local families. 42 people which comprised of lone parents and families went to Butlins	£ 800
Photocopier (Friends of Sunderland Old Parish) 100 members in the society	£1,500
Trip to Doncaster (East Community Association) trip to enable elderly residents to go outside their local area and to contribute to them having a better quality of life. 12 elderly residents attended	£ 115
Trip to Bridlington (East Community Association) trip to enable elderly residents go outside their local area and to contribute to them having a better quality of life. 12 elderly residents attended	£ 115
Computers (3L's Resident's Group) to buy computers for the residents to access and then to progress onto education courses. 20 people have benefited so far and project is continuing	£2,000
Archery Equipment (Thornhill School) 48 young people have benefited specifically from this funding, and project is continuing on a totally self-sufficient basis	£ 500
Total	£5,030

October to December 05

Quarter 3

Claim put in 23rd January 2006

Duke of Edinburgh Awards (Sunderland Catholic Youth Centre) To purchase camping equipment to enable local people to take up courses e.g. Duke of Edinburgh and the BELA awards. 19 and ongoing	£2,000
Music for All: A sing along chorus and to visit care homes to perform. Sing along Chorus 60 members Youth Orchestra 35 members and over 2000 attended 8 events	£2,000
Bond Scheme (YMCA) To enable homeless young people move into their own rented accommodation. 8 young homeless people benefited from the bond scheme	£1,000
Save the Family Jewels (charity walk) 50 people attended the charity walk	£1,000

Total	£6,000
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January to March 06

Quarter 4

Claim put in April 2006

East Enders Sea Angling Club. To help build a club house and buy fishing equipment. 50 and ongoing	£2,000
Nelson Close Social Committee (Garden Furniture) 100 plus	£ 900
Hendon Young People's Project (Youth Members Committee) 12	£1,168
Sunderland Museum and Winter Gardens (Shakespeare in Hendon) 10 people attended the workshops over 1000 people attended the exhibition	£1,200
Watts Moses House (Garden Furniture) 41	£1,652
Hudson Road Primary School (Samba Band) 20 and ongoing	£1,100
Commercial Road Youth and Community Project (Music Equipment) 20 and ongoing	£1,689
Total	£9,709

We only claimed in this quarter a total of £8,970. In quarter 2 we over claimed the Albatross by £345 therefore enough receipts were put into the final quarter to amend the figures.

The combined resources of SIB and NDC funding provided support to 16 Community Groups with well over 600 residents benefiting directly, and many, many more benefiting indirectly and subsequently from projects funded through this process.

Key lessons and issues from the project

The Participatory Budget pilot has been monitored from central government via the Office of the Deputy Prime Minister as was, and now the Department of Communities and Local Government, and has provided a positive response on the work being carried out in the East End and Hendon area of Sunderland.

Feedback from each event indicated that over 90% of those involved felt that they had enjoyed the event and over 80% felt that the system of scoring (e-voting) was a good idea.

The ability of residents to set the criteria, and allocate the amount to be spent on each priority gave ownership of the process to the local community. Staff from Back on the Map simply facilitated the day without any involvement in the decision making process at all.

After each event an evaluation was carried out to provide material for future consideration to improve and refine the process. With new eligibility criteria being

introduced to ensure more grass roots community groups could access the funding and to focus provision more closely into the Back on the Map area.

Some of the initial findings from the first two rounds indicated that the current process meant that some smaller groups felt less confident in speaking at the events and that some larger agencies more confident in public speaking were able to gain an advantage on the day. Groups were able to return for more funding in each round which resulted in an uneven distribution of funds across the community.

Future Planning

The identified priorities reflect the areas of concern for the local community and closely align to Back on the Map's Thematic Budgets and perhaps the concept of a People's Fund should reflect other aspects for spend.

The success in engaging effectively with local residents in the decision making process has led to the Back on the Map partnership committing £50,000 per year to the People's Fund for the next 5 years.

Future action for Back on the Map will be:

- To engage in a round of community consultation to review the priorities for spend in the People's Fund to make sure that this project reflects the changing needs of the community
- To engage with small community groups to provide support in the application process
- To review eligibility criteria to ensure local community groups benefit from the fund
- To recruit more local residents to be part of the community scoring panel to ensure a thorough cross section of our community is represented at each event.

Feedback Report 2 – East Area Eastwise Pilot Project

2.1 Name of Lead Organisation / Group:

Hendon 2000

3.1 Project Title: (Please re-state title as per front sheet)

East Area EastWise Pilot project

3.2 Project Start Date:

1.12.2005

3.3 Project End Date:

30.3.2006

3.4 Please describe the project:

The project provides an opportunity to provide linkages between organisations across the East Regeneration Framework Area, as well as providing information to residents across the area on community activities happening within their locality. It is intended that the project will help to establish an area identity for those wards within the new boundary of the Framework area.

In 2004, the boundary of the East Regeneration Framework Area was changed. The Area is now comprised of new wards, with new boundaries. It also incorporates wards which were previously within the South Regeneration Framework Area.

The result of these changes is that there is no clear Area identity at the present time:

- Organisations within Hendon ward tend to be largely centred around New Deal for Communities operations;
- Organisations within Ryhope and St Michaels wards were previously part of the South Framework area, and operated within South Area Partnership structures.
- Whilst the new Millfield ward was substantially based around the old Central ward, the Millfield area has traditionally had an affinity to Pallion and Ford areas in the West and has worked (and continues to work) closely with Single Regeneration Budget operations in the West Framework area.

In 2005, Hendon 2000 (H2K) was appointed by Voices, on behalf of the Sunderland Community Development Network (SCDN) to undertake the pilot stage development of Area and Neighbourhood Forums in the East Framework area. It was intended that this would use community development methods to involve Voluntary and Community groups throughout the area, in particular under-represented groups and Communities of Interest.

This project provides an opportunity to build on that pilot, using the established 'Eastwise' magazine as a means to disseminate information to organisations and households across the entire area. This would be achieved by means of a special edition of the 'Eastwise' magazine which would include selective input from all parts of the Area.

Articles would be presented in such a way that this special publication would cover a three-fold objective. It would –

- Promote a wider awareness of the geographical scale of the area.
- Likewise serve to inform people of initiatives and activities planned or in progress in each part of the Area (both through editorial articles and a special directory section - the very first of its kind published across the Area).
- Stimulate a new cross-fertilization of ideas and encourage a level of intercommunication between groups and organisations which, in accordance with best practice, would provide a strong base for the future development of shared activities.

It must be emphasised that the objective would not be to dilute the identity of individual communities within the extended Area, but to focus on their various strengths so that their best aspects could be utilised to collectively support the successful development of future Area Forums for the benefit of these communities as a whole.

H2K will establish links with Ryhope Development Trust (RDT) for the Ryhope area, with Ford, Pallion and Millfield Community Development project (FP&M), for the Millfield area, and with Grangetown Community Association for the St Michael's area, and will undertake a mail out to all organisations in the East area, with the purpose of creating a directory of groups that can be included within the special edition of 'East Area EastWise' magazine.

H2K, RDT, FP&M and Grangetown CA will invite input from groups operating in their locality to pull together information, and stories that can be incorporated within the magazine. Input will also be provided by the SIB funded Area Marketing and Communications project, as this will provide an excellent opportunity to promote the work of the East Area Committee to local organisations and residents.

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

Hendon 2000 currently publishes the monthly magazine Eastwise and delivers it free to every household in the Hendon ward. This enables local voluntary and community organisations and partnerships (as well as local businesses) to promote their services effectively to the whole population.

This project will enable the projects within the East area, but outside of the Hendon ward (Ryhope, St Michael's and Pallion/Millfield) to promote themselves and their work across the whole of the East area. This will raise public and VCS awareness area wide, and promote the area as having one distinct identity as opposed to an historical perception of a number of discreet neighbourhoods.

In addition, the SCDN pilot work to establish an East area forum will be strengthened by giving organisations a channel for promotion and communication across the whole area, which will be a powerful incentive to join in the development process for the forum.

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
- d) A gap in funding will be filled pending other funding being secured
- e) Other reason

Please explain your answer:

If Hendon 2000 was able to use only the existing funding through the VOICES SCDN pilot, we would be limited to comparatively low level development work which would take a correspondingly longer period to produce results. This would be limited to face to face meetings and mailshots to organisations as a way of mapping current provision across the area. We would not be able to offer a positive incentive for projects to participate, nor would those organisations have the opportunity to communicate widely with the general public.

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 by means of the SIB funded Area Marketing and Communications project. Officers of the project team will be involved in pulling together and agreeing the content of the magazine.

The SIB logo will feature in the magazine to publicise the work of the Area Committee.

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:

City Strategic Objective – ‘Extending Cultural Opportunities’,

City Objective – ‘Ensuring a Sense of Place’ –

The project will help to promote the Area.

City Strategic Objective – ‘Creating Inclusive Communities’,

City Objective – ‘Working Towards Social Inclusion’, City Objective – ‘Working

Towards Community Cohesion’ – The project will help to... ‘ensure that local

communities are involved in raising awareness, changing attitudes, and

developing a positive approach to building a fair, confident and successful community’.

City Objective, ‘Working towards Active Citizenship’ The project will help to... ‘strengthen and support the community and voluntary infrastructure and existing groups and organisations’

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).

1 special issue of Eastwise to be published, 40-48 pages

18,000 copies to be printed and distributed free to every household in the area

3 key VCS partners to be involved

3 temporary distribution teams of local residents to be established

40 VCS organisations to be promoted

The above outputs/outcomes will help to bring VCS organisations across the East Area together, so improving cohesion across the Area.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£11,325

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

Capital []

Revenue [X]

Both []

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

H2k contribution (£9,700 – costs incurred in production of standard edition of ‘Eastwise’)

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

Grant making trusts – the project does not fit in with any current grant makers criteria.

Community Fund –would not allow project to progress within the required timescale, also maximum grants available are not sufficient,

Back on the Map – BotM already funds the publication for its own area of operation (Note - This is shown under section 7.7 as H2K funding) .

Advertising revenue – the generation of advertising revenue is under investigation for the existing publication, however as yet this is an uncertain source of funding, and requires much more development work. Any advertising revenue generated however, will be redistributed on an agreed basis to the key partner from which it originates to enable that partner to explore future publishing ventures.

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

The project will not go ahead

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

This is a one-off project intended to provide information on the area across the area. However, there may be scope in future for lessons learned from this to be used to inform the publication of similar magazines in each of the six areas City wide (with possible income from City-wide advertising).

7.7 Provide a profile of projected costs:

Funding Source	2005/06	2006/07	2007/08	Total Cost
SIB :				
East	£11,325			£11,325
H2K	£10,050			£10,050
Total Cost:	£21,375			£21,375

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:

Print costs = £7,650 (calculated as follows – Standard Eastwise issue = £1,700 per issue for 6,000 copies at 32 pages. Will require another £3,400 for the extra

11,375 copies. – Presuming that Special edition will be approx. 50% greater in size to accommodate area input, print costs are estimated at £7,650.
£1,700 - H2K costs plus £5,950 SIB costs = £7,650

Distribution – Standard distribution costs £350 to distribute 5,000 copies the local area. Estimate that we will need an extra £875 to cover the additional area. (Note that 1000 of the standard print run are distributed separately)
£350 - H2K costs plus £875 SIB costs = £1,225

Staff costs - each edition of Eastwise costs approx £8,000 to produce in staff time. Estimate an additional cost of £2,500 in staff time for H2K. This would cover liaison with groups and contributors outside our normal catchment area, preparation and layout of extra content, identifying the extra distribution teams needed and managing their work. Also estimate an additional £2,000 to pay for staff time input from other organisations.
£8,000 - H2K costs plus £4,500 SIB costs = £12,500

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:
John Wilkins

Position in Organisation:
General Manager

Date: 2/11/05

**EAST AREA COMMITTEE – STRATEGIC INITIATIVE BUDGET
EAST AREA EASTWISE PILOT PROJECT**

PROGRESS REPORT

How the money has been spent

staffing costs (saying what tasks these workers undertook as part of this project),

Description	Cost BotM	Cost SIB	Total
EastWise Staff costs – liaison with groups/networks to support contributions, additional editorial work (additional 32 pages) and layout. Support for distribution.	8000.00	JW time 5pp + management 2000.00	10000.00
Web development – website design and maintenance – additional enhanced content.		500.00	500.00
Co-ordination Ryhope – support from Ryhope Development Trust for local VCS network contributors.		750.00	750.00
Directory design – specialist design work – 5hrs @ £16.00ph		80.00	80.00
Distribution - 20,000 copies all areas	350.00	2450.00	2800.00
Marketing – telesales – 26 hrs @ £10.00 ph		260.00	260.00

Description	Cost BotM	Cost SIB	Total
Print 20,000 x copies x 64pp	1740.00	5950.00	7690.00

Outcomes of the project

e.g. how has it helped to achieve the objectives identified in the original submission (attached for information) Can you supply statistics and examples of how successful the project has been?

1 special issue Eastwise **64pp published** – target 40 –48pp

20,000 copies printed and distributed free to every household – target 18,000
3 key VCS partners engaged – Ryhope Development Trust, Pallion Action Group, Ford, Millfield and Pallion Community Development Project.
3 temporary distribution teams of local residents
40 VCS organisations promoted in articles, **128 in directory**

There is abundant anecdotal evidence of effectiveness of promotion – telephone calls from residents, organisations, feedback to distributors, and contacts from VCS for inclusion/involvement in next issue.....

Traffic on Eastwise website hit new highs in February and March from participants/contributors/ and subsequently readers.

Measurable benefits

To let people know what exists in each part of the area – we have had a number of responses from individuals/residents both to distributors and by telephone/email to the Eastwise office expressing surprise at what is around. There have also been numerous responses/queries from organisations wishing to add/update details to the VCS directory, and to take part in the next planned issue as contributors.

To provide linkages between organisations – local partners have built on existing local networks to collect and deliver content for their areas, and across area boundaries there has been energetic promotion of partnership working e.g millennium volunteers. Eastwise will continue to publish a regular feature ‘further afield’ to promote awareness of cross area links and developments, and to maintain interest for the next special issue planned for September.

Improve future communication and opportunity to share best practice – the publication promoted pieces of work, e.g. SIB, and the work of individual VCS projects which has led to developed links and awareness of potential partnerships across the east area. This has been demonstrated especially in increased awareness amongst contributors of the potential for future editions – and interest in continuing contributions, more interest from contributors, and developments such as journalism clubs in local schools.

Plant the seeds for future development of area forums – VCS directory published, details of east area neighbourhood network published for sector. Promotion of VCS work and contacts to facilitate direct contacts.

Other funding

What other funding the SIB allocation helped to attract?

This can be matched funding from departmental or other budgets, Neighbourhood Renewal Fund, European funding, or awards from trusts and grant-making bodies.

Hendon 2000 made a contribution (£10,090.00 consisting of Back on the Map funding for production of the standard edition of ‘Eastwise’)

There was income of £4,100.00 generated through advertising sales, which has been ringfenced to support the planned September East area issue.

New facilities/services gained

Extra funding attracted by use of SIB – advertising revenue to go forward for September issue £4100.00

Key lessons and issues from project

e.g. what difference has the project made in comparison to other areas that did not have such funding?

The project was able to promote the identity of the area as a whole, linking neighbourhoods. It developed awareness of the area's geography, and VCS networks on the ground, while the free distribution effectively reached all residents and businesses and put across messages effectively.

What added value did the project provide?

The project was able to raise awareness of the wide range of regeneration developments in the City Centre, and proved an excellent vehicle for promotion of the successful SIB supported initiatives funded by the East Area Committee.

In addition the project has and will continue to enable improved research into the viability plans for a sustainable publication, and furthered the case for examining the potential for a network of publications working together to cover the whole city.

Are there implications for existing service provision (has it been discussed at a strategic level within the lead agent's organisation)?

Discussed extensively at Hendon 2000 management committee, and Eastwise editorial board (representatives from BotM, University, Job Linkage, residents, Social Enterprise Sunderland, amongst others), and with VCS network organisations at the recent Sunderland Community Development Network conference.

Implications for potential future direction of community/regeneration communications/publications across the City (e.g. Colliery Chronicle, SRB5 newsletter, others?)

Enabled an awareness that has not been promoted by mainstream media of communities, overall awareness/big picture of developments, and community identity.

Lessons

- sheer bulk/weight/size of 20,000 copies and implications for distribution arrangements.
- number of households underestimated/miscalculated (possibly over 20,000 even), probably due to so many new building developments.
- there is enthusiasm for this kind of magazine across the board, from contributors, the VCS sector, advertisers, the institutions, and most importantly from readers.

- stable advertising client base and revenue will take a while to establish and is labour intensive to build up.
- Advertising revenue alone is unlikely to be able to meet full costs of the publication, certainly within the medium term.
- The project created a real sense of excitement
- Involvement of VCS organisations and groups on the ground was real success

Publicity attracted – to every household in the area, press release in Sunderland Echo SIB article promotes SIB, coverage in the University student paper.

Any issues that impacted on performance – underestimate of distribution costs. Application based on 40-48pp and 18,000 copies, actual was 64pp and 20,000. Miscalculation of size format also, means that costs were more than double the estimate. Still good value for money – market rate per A4 sheet 2pp would cost $0.02 \times 32\text{pp} \times 20,000 = \text{£}12,800$.

Future Planning

Does the project need to continue?

Demand from contributors for another issue – plans to use ad revenue from March, plus whatever can be lined up to repeat exercise in September

Lasting effects/Sustainability/future plans – Eastwise is examining the viability? support for the establishment of regular a area wide publication, part funded through advertising revenue.

The pilot has enabled demonstration of the product (publication itself), and effective distribution (audience) as well as response rates. Advance marketing work has commenced to increase contribution to costs from advertising revenue for a planned follow up area wide issue in September 06, and March 07, and investigation of increased frequency to quarterly dates. This will provide the basis for regular in depth promotion for VCS organisation, promotion of SIB opportunities, local developments and access to a reliable channel for those wishing to reach the audience.

Has it come to its natural end?

The pilot edition has achieved and exceeded its outputs/outcomes/targets, which indicates that there is a strong case for its continuation/repetition.

If not, how will it be funded (please note that SIB guidelines indicate that it is intended to kick-start projects or for one-off initiatives and not for ongoing expenditure)?

Has it been considered for mainstream funding?

No, but there would be a good case for promoting that approach to enable a mixed funding package – advertising revenue, LA core funding

Have other funding sources been approached?

Advertising revenue under development – longer term funding bids to augment this once BotM funding finishes (Sept 2007)

EAST AREA COMMITTEE

DRAFT SCHEDULE FOR FEEDBACK REPORTS
(Previously Funded Strategic Initiatives Budget Projects)

<u>Committee Date</u>	<u>Proposed Projects</u>
3rd July 2006	Participatory Budgeting East Area Eastwise Pilot Project
2nd October 2006	The ISIS Project – Complementary Health and Education Cry in the Dark
27th November 2006	People’s Pedal Power Compass Community Transport
5th February 2007	Area Committee Marketing Project Volunteer Outreach Project
2nd April 2007	Phoenix Project – Community Outreach Programme Building Learning Power within the local community

EAST SUNDERLAND AREA COMMITTEE

3rd JULY 2006

STRATEGIC INITIATIVES BUDGET LIVE PROJECTS REPORT

Report of the Director of Development and Regeneration

1.0 Purpose of the Report

- 1.1 This report provides Members with an update on live projects for which the Area Committee has previously approved funding through its Strategic Initiatives Budget.

2.0 Background

- 2.1 Members will recall that each Regeneration Framework area has been allocated a minimum of £200,000 per annum over the last eleven years from the Strategic Initiatives Budget to promote action on key priorities identified in the relevant Area Regeneration Framework document. Over this period, therefore the Framework area has been allocated £2,254,586 in this way. An update on all projects that are still operating is attached as Annex 1.

3.0 Recommendations

- 3.1 That this report be noted.

4.0 Background Papers

- 4.1 Strategic Initiatives Budget (SIB): Regeneration Issues Reports to previous Area Committees
Regeneration Framework File, East

Strategic Initiatives Budget: East Live Report -
3rd July 2006

APPENDIX 1

2004/5 PROJECT ALLOCATIONS					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Millfield Action Group Manager	03.12.01 & 17.05.02 (extended)	52	42.519	9.481	Development & Regeneration
<p>The project has continued to participate in activities (Area Forum meetings relating to Community Safety, Youth Issues, Education, Employment Access, Health and Family Support within the local area), on a part time basis as agreed previously at Area Committee. The project has also continued to work and assist with various local projects including the Ford, Pallion and Millfield Community Development Project where various events and workshops have taken place. The workshops and events were held in conjunction with various agencies and local residents including T.P.C.T, Millfield Community Project, North Healthy City Group and Ford, Pallion and Millfield Community project. Links have also been developed with Wearside First Credit Union to promote awareness of resources within the local area. A development of an information and support group to assist local residents on long term sick and disabled people back into work, training, and education has also been established through the help of Job linkage, Back on the Map, Workline and the Shaw Trust.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Sunderland Maritime Heritage - Church Street Set Up	07.02.05	18.9	10.556	8.344	Sunderland Maritime Heritage
<p>SIB funding was approved as a contribution towards the start up costs for Sunderland Maritime Heritage. As a result of support from SIB, the project has been able to work within the local community, enabling involvement of local schools, groups, businesses. The project has also attracted additional funding to enable them to host various successful public Open Day's, including a local 'Heritage Open Day'. It has secured further funding from Back on the Map' (SIB part funded) 'Peoples Fund' towards developing a drop - in area for local people to visit the group, and towards the cost of building a replica model of HMS Venerable, which received press coverage from the Sunderland Echo. A further grant of £500 was also secured from the 'Adept Fund' for the purchase and completion of items for the disabled toilets.</p>					

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3rd July 2006**

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Area Committee Marketing Project	07.02.05	4	0	4	Development & Regeneration

Funding across all six Area Committees of £4,000 per Committee to provide a dedicated marketing communications function to all Area Committees. This will include developing a comprehensive 'Communications Strategy' which will maximise publicity for all SIB and Community Chest funded projects. This will be achieved through various communications tools including, local press coverage, newsletters and display material. Funds from other areas have been utilised to date. The project has until March 2007 to spend.

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Ryhope Action Plan	07.02.05	40	25.543	14.457	Development & Regeneration

SIB funding will contribute towards environmental improvements in the Ryhope area. Currently work is progressing on footpath improvements to Ryhope Street / Ryhope Street South. Also preliminary design works are being undertaken for a "Gateway Project" and further applications are anticipated under a Financial Assistance Scheme for Commercial Premises. This allocation was originally approved by the South Area Committee, but was rescinded when Ryhope moved into the East Area. Expenditure of previous years funding and the improvements are ongoing, and are anticipated that works will be complete by March 2007.

2005/6 PROJECT ALLOCATIONS

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Ryhope Development Trust - Gap Funding	29.11.04	23.5	20.610	2.890	Ryhope Development Trust

Gap funding for Ryhope Development Trust, a neighbourhood agency which co-ordinates and maximises community provision within the neighbourhoods of Hollycarrside, Ryhope Village & Ryhope Colliery. As a result of support from SIB, the project has continued to support local groups within the area. This quarter they have supported Ryhope Rascals Toddler group to secure £320 towards start up costs, secured funding of £2,800 on behalf of Ryhope Colliery Welfare Football Club for new equipment, supported Friends of Ryhope Park in their negotiation with the local Council around the installation of a disabled toilet and new play area, have helped SR Health & Boxing Club to secure £5,000 funding to develop a business plan for their proposed relocation, have also represented the Voluntary Sector in the Children's Centre development days, and developed further funding applications to secure the continuation of the project. A couple of invoices are still to be processed but it is expected that there will remain a small amount of unused SIB. This will be taken back to budget and reported to the October Area Committee.

**Strategic Initiatives Budget: East Live Report -
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Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Volunteer Outreach Project	04.07.05	3.333	0	3.333	Volunteer Centre Sunderland
<p>Funding across all six areas to enable the centre to commence provision of an Outreach Service across the six Area Frameworks within the city. SIB Funding will be used as a contribution towards the cost of an Outreach and Development Worker, an Admin Officer, equipment, stationary and staff travel etc. Project has experienced delays in recruiting staff but has until September 2007 to spend.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Horticultural Training at Doxford Park	03.10.05	1.5	0.893	0.607	Bishopwearmouth Horticultural Nursery
<p>The project is a partnership between the Council and NHS Mental Health Trust to provide horticultural training, leading to pre-NVQ qualifications for people with learning disabilities. SIB funding across all six areas, is to be used as a contribution towards the costs of equipment to support this Vocational Scheme. The project and expenditure are ongoing.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
The Arts Included at Thornhill (TAIT)	03.10.05	13	0	13	Thornhill School
<p>SIB Funding is to be used to purchase specialist equipment such as portable staging, lighting and sound proof screens, and also to contribute towards the costs of live theatre, event visits and fees to allow the project to achieve its aims. As the project has been slightly delayed due to staffing shortages, an extension to the funding was agreed at the East Area Committee on 3rd October 2005. The project was extended until August 2006 and the project has recently been reminded that expenditure must be complete by this date.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Sunderland Juvenile Service Project	28.11.05	9.6	0	9.6	Sunderland Juvenile Service
<p>The project through the help of SIB funding aims to encourage young people at risk of offending or re-offending to take part in constructive training, learning and leisure pursuits in the hope of diverting them from anti-social or criminal behaviour. SIB Funding across all six areas will enable the project to attract further match funding, which in turn will allow the expansion of the existing service and contribute towards their ultimate aim of reducing youth offending and preventing re-offending, by offering information, guidance and support to young people, their families and carers. The project has experienced delays due to staffing. Expenditure will commence in June 2006 and is expected to be complete by January 2008.</p>					

**Strategic Initiatives Budget: East Live Report -
3rd July 2006**

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Construction Challenge Project	28.11.05	6.5	6.332	0.168	Sunderland Housing Group
<p>The Construction Challenge Project will provide construction skills training opportunities on new housing development sites, for year 10 & 11 pupils across the City opting for an alternative curriculum route into construction. This allocation is to build upon the successful work of the original pilot project 'Construction Skills at Farrington School' and extend it City -Wide. Currently there are 42 pupils taking part in the project at various sites across the City, which include Carley Hill and up and coming sites in the Coalfields and Doxford Park. The project and expenditure are ongoing with funds from other areas being spent first. The project has until September 2007 to spend.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Phoenix Project - Community Outreach Programme	28.11.05	6	0	6	Tyne & Wear Fire & Rescue Service
<p>SIB funding will be used to expand the Phoenix Project which works in partnership with the Youth Offending Service, by delivering intensive work experience and courses to offenders, with the Fire Brigade. SIB funding will contribute towards the refurbishment and upgrade of the Community Safety Centre by providing a lecturer room in which the courses etc can be held. Funds from other areas are being spent first. The project has until September 2007 to spend.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Millfield Community Environmental Project	28.11.05	12.5	0	12.5	Ford, Pallion & Millfield Community Project
<p>SIB will be used to enable the project to set up and manage neighbourhood environmental projects for two years. The project will support local people to become engaged in planning, implementing and evaluating activities that will improve their local environment. Costs associated with SIB will include staffing, recruitment, travel, development and running costs. The lead agent has reported a slight delay on the project, as a result of a delayed decision from the 'John Paul Getty Fund', on securing match funding. It is hoped that a decision will be reached by July 2006. Once the match funding is in place SIB funding will be claimed.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Language Enrichment for All Project - Valley Road School	28.11.05	2.696	1.304	1.392	Valley Road Community School
<p>The aim of the project is to provide families with English as an additional language to help develop their skills, allowing them to participate and contribute to school life and improve integration within the wider community. The focus of the project is on families who are Asylum Seekers, Refugees and Ethnic Groups including the Bangladeshi community. Currently the project and expenditure are on going.</p>					

**Strategic Initiatives Budget: East Live Report -
3rd July 2006**

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Barnes Café / Craft Workshop Development	06.02.06	7.5	0	7.5	Fulwell Day Centre
<p>The project is working in conjunction with the Friends of Barnes Park and Community & Cultural Services to develop a café and craft area within the coach house of Barnes Park. The project will provide an exciting employment and training opportunity for inactive adults who have learning disabilities and will also work towards reducing inequalities and social exclusion faced by these adults. SIB funding has been sought as a contribution towards running costs, salaries, and improvements to both internal and external buildings and equipment.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
EU Package Development	06.02.06	9.182	1.043	8.139	Development & Regeneration
<p>SIB is supporting the programme management and administrative costs, towards the development of the EU Package Plans. The project provides valuable technical and administrative support to the Package Partnership in continuing to develop and manage the Sunderland Targeted Communities (Priority 4) Package during the second phase of the Objective 2 Programme (2004-2006). As a result of the continuation of SIB Funding the project has secured further funding streams which has resulted in around £7m of European grant being secured for projects in the Package. This has enabled the Development of 65 individual projects, covering a wide range of Community Economic Development Activity, to be undertaken in some of the most deprived areas of the City. 55 projects have currently been approved by Government Office North East to a combined grant value of £6.3m. A further extension to the project was granted at the Area Committee meeting, February 2006. Currently expenditure is ongoing.</p>					
2006/7 PROJECT ALLOCATIONS					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Construction Challenge Project	28.11.05	5	0	5	Sunderland Housing Group
<p>Year 2 of 2 year funding to provide construction skills training opportunities on new housing development sites, for year 10 & 11 pupils across the City opting for an alternative curriculum route into construction. This allocation is to build upon the successful work of the original pilot project and extend it City -Wide.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Millfield Community Environment Project	28.11.05	12.5	0	12.5	Millfield Community Development Project
<p>Year 2 of funding to enable the project to set up and manage neighbourhood environmental projects for two years. The project will support local people to become engaged in planning, implementing and evaluating activities that will improve their local environment. Costs associated with SIB will include staffing, recruitment, travel, development and running costs.</p>					

**Strategic Initiatives Budget: East Live Report -
3rd July 2006**

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Language Enrichment for All Project - Valley Road School	28.11.05	13.481	0	13.481	Valley Road Community Project
Year 2 of funding to provide families with English as an additional language to help develop their skills, allowing them to participate and contribute to school life and improve integration within the wider community.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Living History North East - Finance Manager	06.02.06	18.538	0	18.538	Living History North East
Year 2 of funding for the post of the Finance Manger, who is responsible for the financial management for Donnison Restoration scheme and the long-term financial strategy, policy and procedure for Living History North East. SIB funding is also contributing towards the purchase of essential software to help implement best practice and establish recognised schemes of work.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Outreach Welfare Rights Project	06.02.06	14.045	2.405	11.640	Pallion Action Group
Joint funding across East and West areas to build upon the successful work of the original pilot project 'Ford, Pallion & Pennywell Outreach Welfare Project' in September 2004, and extend it into other areas. The continuation of SIB funding will enhance the life of the project and extend the existing service into the East area's of Hendon and Millfield. By delivering an 'Outreach Welfare Rights Information and Advice Service', that is accessible to all residents within the targeted areas, the project is helping local residents improve their quality of life by increasing benefit take up and maximising personal and family incomes. Expenditure is on going.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
European Package Development	06.02.06	5.707	0	5.707	Development & Regeneration
Year 2 of 3 year funding to support programme management and administrative costs, helping towards the development of the EU Package Plans.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
A New Vision for Ryhope - Ryhope Development Group	03.04.06	23.471	0	23.471	Ryhope Development Trust
SIB funding has been sought to fund a Community Development Worker / Co-ordinator for a two year period to enable the Trust to progress Match Funding applications, to increase the capacity of the Trust. The continuation of SIB funding has enabled the trust to continue its successful work, extend its activities to meet the needs of the local community and to continue to promote regeneration and community development within the areas of Ryhope Village, Ryhope Colliery, Hollycarrside and the south side of Sunderland.					

Strategic Initiatives Budget: East Live Report -
3rd July 2006

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
People Builders Project	03.04.06	43.652	0	43.652	Sunderland Counselling Service
<p>Working in partnership with The North of England Civic Trust (NECT), the East End Network, Living History and Maritime History, City of Sunderland and Statutory and Voluntary Sector groups, the project involves the repair and refurbishment of the former Orphanage located in the East End of the City. SIB will contribute to the provision of specialist technical consultancy to enable the building to be refurbished in line with its Grade 2 listed status. SIB is allocated subjected to the following conditions: The outcomes of the Business Plan being assessed, and Cabinet support for the scheme being granted; and Match Funding being secured for the scheme.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
East Events Budget	03.04.06	10.405	8.700	1.705	Development & Regeneration
<p>Expenditure to date has been in respect of five projects: essential roof repairs at St Joseph's Parish Centre, Millfield and St Aiden's Youth Club Grangetown; along with a contribution towards a Marketing Strategy and Business Plan for the 'People Builders' project; a contribution towards the Hendon & East End Healthy Eating Gang recipe book; and the Sunderland ARC were awarded funding towards an event to mark the start of the Sunnyside Gardens improvement works, to improve the historic core of the Sunnyside area and also to showcase the work that has been carried out by the Sunnyside Partnership to date to regenerate the Sunnyside area. All the projects were approved by the East Area Chair.</p>					
Total		357.010	119.905	237.105	

EAST AREA COMMITTEE MEETING 3rd JULY 2006 EXECUTIVE SUMMARY SHEET – PART I	
Title of Report: STRATEGIC INITIATIVES BUDGET (SIB): REGENERATION ISSUES REPORT	
Author(s): DIRECTOR OF DEVELOPMENT AND REGENERATION	
Purpose of Report: This report requests Area Committee consideration of proposals for the allocation of Strategic Initiatives Budget (SIB) to support new initiatives that will benefit the area.	
Description of Decision: The Committee is requested to approve: <ul style="list-style-type: none"> i) £15,000 from the 2006/7 budget, and £16,345 from the 2007/8 budget (subject to budget approval), as a contribution towards the 'Ryhope Customer Service Centre Training Room' project. ii) £3,120 from the 2006/7 budget as a contribution towards the City-wide, Sit 'n' 'b' Fit Limited, social enterprise led, 'Improving the health and independent living of Sunderland's older people' project. iii) £4,138 from the 2006/7 budget to as gap funding support for the 'East CA Gap Funding' project. 	
Is the decision consistent with the Budget/Policy Framework? Yes	
If not, Council approval is required to change the Budget/Policy Framework	
Suggested reason(s) for Decision: Each Regeneration Framework area has been allocated £200,000 per annum over the last eleven years from the Strategic Initiatives Budget to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area.	
Alternative options to be considered and recommended to be rejected: Each project is required to indicate what alternative options they have considered in section 7.4 of its application form, which is attached as Annex 1.	
Is this a "Key Decision" as defined in the Constitution? No	Relevant Review Committee: Regeneration Review Committee
Is it included in the Forward Plan? No	

EAST SUNDERLAND AREA COMMITTEE

3rd JULY 2006

STRATEGIC INITIATIVES BUDGET (SIB): REGENERATION ISSUES REPORT

Report of the Director of Development and Regeneration

1.0 Purpose Of The Report

1.1 This report outlines current expenditure from the Strategic Initiatives Budget (SIB) and applications for funding from this budget in order to support new initiatives, which will benefit the area.

2.0 Description of Decision (Recommendation)

2.1 The Committee is requested to approve the following:

- Funding to support proposals for new projects. Full applications are included in Annex 1.

3.0 Background

3.1 Each Regeneration Framework area has been allocated a minimum budget of £200,000 per annum over the last eleven years. Over this period, therefore, the Framework area has been allocated £2,254,586 in this way.

3.2 Annex 2 gives a summary of allocations since its creation in 1996/7 and a full breakdown of individual projects since 2003/4.

4.0 Current Position

4.1 Following the last Committee meeting on 3rd April 2006, £143,467 was committed from the 2006/7 budget.

4.2 There are applications for funding at this Committee requesting a total of £22,258 from the 2006/7 budget, and £16,345 from the 2007/8 budget (subject to budget approval). Should the Committee grant all of these requests, £165,725 will be committed from the 2006/7 budget, (leaving a balance of £61,568 to be allocated for 2006/7), and £84,146 will be committed from the 2007/8 budget (subject to budget approval).

5.0 Reasons for the Decision

- 5.1 SIB was established to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area. Applications for SIB funding should demonstrate the potential benefits to local communities the proposed project would bring, and subsequently be able to provide evidence and statistics that can illustrate these benefits.

6.0 Alternative Options

- 6.1 Each project is required to indicate what alternative options they have considered in section 7.4 of its application form, which is attached as Annex 1.

7.0 Relevant Consultations

7.1 Financial Implications

Each project is required to indicate what financial implications there may be in section 7.5 of its application form, which is attached as Annex 1.

7.2 Implications for Other Services

Each project is required to indicate what implications there may be for other services in section 3.11 of its application form, which is attached as Annex 1.

7.3 The Public

Each project is required to indicate what consultation it has undertaken and other documentary evidence it has to support its proposal in sections 3.8 and 3.9 of its application form, which is attached as Annex 1.

7.4 The Race Relations (Amendment) Act 2000 and the Councils Race Equality Scheme.

Each project is required to indicate whether it has an equal opportunities policy, or what measures it employs to address equal opportunity issues, in section 4 of its application form, which is attached as Annex 1.

7.5 Public Relations and Publicity

Each project is required to indicate how it will promote SIB via project publicity in Section 3.7 of the application form. The Marketing and Communications Co-ordinator for the City of Sunderland Council implements the publicity and public relations schedule on behalf of the Area Committee.

8.0 List of Appendices

- 8.1 Annex 1. Proposals to this Area Committee meeting for SIB funding
- 8.2 Annex 2 Summary of SIB allocations since 1996/7 and a full breakdown of projects since 2003/4
- 8.3 Annex 3 SIB Criteria and Project Guidelines

9.0 Background Papers

- 9.1 Strategic Initiatives Budget (SIB) : Regeneration Issues Reports to previous Area Committees
- 9.2 Regeneration Framework Files East Sunderland

**Project Application 1 - Ryhope Customer Service Centres'
Training Room**

SIB requested - £31,345														
<u>Section 1: Application Requirements</u>														
<p>1.1: 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. Dates and Venues of future meetings are provided as supporting information.</p>														
<p>1.2 Which Area Regeneration Framework(s) does the project cover? (please tick)</p> <table> <tr> <td>Coalfield</td> <td><input type="checkbox"/></td> <td>East</td> <td><input checked="" type="checkbox"/></td> <td>North</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Washington</td> <td><input type="checkbox"/></td> <td>West</td> <td><input type="checkbox"/></td> <td>South</td> <td><input type="checkbox"/></td> </tr> </table>			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"/>
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"/>									
<u>Section 2: Sponsor Details</u>														
<p>2.1 Name of Lead Organisation / Group: Sunderland City Council</p>														
<p>2.2 Address of Lead Organisation / Group: Room 2:11 Civic Centre, Burdon Road, Sunderland SR4 7PZ</p>														
<p>2.3 Contact Name for Project: Claire Harrison-Coe</p>		<p>2.4 Position in Organisation: Project Manager –Facilities (Strategic Change Team)</p>												
<p>2.5 Tel. Number: 0191 5532353</p>	<p>2.6 Fax Number: 0191 5532350</p>	<p>2.7 E-mail Address: Claire.Harrison@sunderland.gov.uk</p>												
<p>2.8 Day to Day Contact Name / Details (if different to 2.3 above): As above</p>														

2.9 Legal Status of Organisation: Local Authority	2.10 Registered Charity Number (if applicable): NA
2.11 Does your organisation have a bank account into which funds can be paid? Yes, National Westminster Bank, Fawcett Street, Sunderland	
2.12 Has the organisation received SIB support previously? <u>If 'Yes' please provide details:</u> The City Council has made application for SIB funds. The Strategic Change Team has previously made one application for SIB funding. This was made to the West Area Committee for the purchase of sports equipment to furnish the community sports hall within the new Highfield Extended school development. The agreed fund for Highfield was= £30,490.49	
2.13 Are any trustees / members of the organisation employed by the City Council? Yes <u>If 'Yes' please provide details:</u> The Project Manager (refer to details in section 2.3)	

Section 3: Project Details

3.1 Project Title:

Ryhope Customer Service Centre-Community Training Room.

3.2 Project Start Date:

June 2006

3.3 Project End Date:

January 2008

3.4 Please describe the project:

Background

The proposed project is to build a community training room, (CTR) as part of the Councils Ryhope Customer Service Centre (CSC) development. The Ryhope CSC is part of the People First Programme, which will roll out 12 static and 2 mobile assisted CSC's across the city. The CSC's will provide a range of council and partner services in an accessible location. The Ryhope CSC scheme consists of a CSC and library, (replacing the current library on Ryhope Street that is currently deemed not fit for purpose) and following consultation with the community, audits of local facilities and negotiations with local training providers and partners it was thought essential to have a training room within the facility.

The CSC will give the opportunity to have a large multifunctional building and presents the opportunity for partnership with the STPCT. It will enable integrated delivery of public services by replacing the existing reception area with one large reception area that will serve both the Health Centre and the CSC.

Ryhope is in the very South East of the City, forming part of the border with East Durham. It lies close to the A19 motorway and has one of the three main access routes into Sunderland running through it.

The recent change in ward boundaries means Ryhope has moved from the South Area Framework to the East Area Regeneration Framework.

There are currently 13,852 residents living in Ryhope and 12,295 in Silksworth, which borders Ryhope to the South West. There is a population of 54,345 living within a 2-mile radius of the proposed site.

Cherry Knowle is a large Brownfield site located on the south periphery of Ryhope and currently houses STPCT, City Hospitals and The Mental Health Trust and is currently being redeveloped for housing. Part of this site has been sold to private developers and is now allocated for private and social housing. This newly built residential area, on completion, will increase the population of Ryhope by approximately a third making the population about 19,000. This site was rejected as a site for the customer service centre, because of its location and public transport links - making it less accessible than the preferred site.

Ryhope library is located on Ryhope Street, built in the sixties and it is a prefabricated building in need of updating and repair. The library layout does not lend itself to modern day library service delivery and does not comply with the DDA in terms of access both externally and internally. There are two car parking spaces located adjacent to the front entrance. Visits to the library in 05/06 was 14,872, which demonstrates the usage, popularity and need for the library.

The site

The proposed Ryhope site is the Ryhope Health Centre site located on Ryhope Street SR2 0AB adjacent to the main shopping street of Ryhope. The Health Centre is the only surgery in Ryhope and has four GP practices. The actual site is currently used as their car park by Ryhope Health Centre, and is adjacent to Ryhope Development Trust and the Community Association buildings.

The car park will be replaced and located on land owned by the City of Sunderland City Council, but managed in trust by the Northern Playing Fields Association (NPFA). Discussions have been ongoing with both the NPFA and Sport England about the site for the car park. Both parties have agreed in principle to the location of the development, subject to submission of detailed plans and formal approval by their respective board of directors.

The actual site for the car park will not occupy a significant part on the Greenfield site and will be built on land, which has a severe gradient and could not be used for sporting activity.

Sunderland Teaching Primary Care Trust have agreed to the land being utilised for the CSC and lease agreements are currently being developed

between the PCT and the City Council. The car park site is a large open field site that was previously a pit site, which now has King George V status. It houses two-football playing fields and a basketball court. The site has a number of footpaths that join the areas of Ryhope and Hollycarrside, and a coast-to-coast cycle path. The car park will not impact on the footpaths and will enhance the site by providing a car park that could be utilised by residents using the site. The basketball will have to be replaced as part of the development.

The initial feasibility study has been completed and demonstrates a sketch drawing of the potential building layout. (See appendix 1). The sketches show how the proposed build would be joined onto the current Health Centre and have one main access/entrance point for both the CSC and Health Centre. Initial discussions with planning were very favourable in terms of joining an existing and new development in an integrated manner, as opposed to creating a stand-alone building. The STPCT were in favour of this and are currently making further investigation as to the potential benefits for them. This is borne out of the need to accommodate the projected increase in population and the fact that current Health Centre provision does not meet demand. This approach will provide the Health Centre with approximately 70-100m² of additional space.

This project will be building a significant extension to the Ryhope Health Centre of approximately 630m² and building over the current Health Centres car parking facility.

The proposed extension

This will include:

The community training facility that would be located within the library setting. This training room would be 29.30m² and be able to deliver training to 15 people at one time. It training room will cost of £71,345.50 to build and from this £40,000 has been secured from Adult and Community Education and the remaining 31,345.50 is the amount required to fully fund the training room and therefore the purpose of this bid submission.

Two entrance lobbies. One will enable customers to access the service from the main street (Ryhope Street), through a closed entrance corridor running through the library on an exterior wall, and bring customers out at a point adjacent to the main reception. The second entrance will be main entrance adjacent to the car parking area accessed via Black Road and this entrance will replace the existing Health Centre entrance.

A new library will be created, replacing the current library, which will be sold off and the capital receipt received will contribute to enabling the purchase of equipment to fit out the CSC and Library. This part of the facility will be about 200m².

A CSC, which will include a reception desk utilised for all services using the building. It will be located adjacent to the front entrance to capture all customers as they enter the building, (from whichever entrance they use), and enable effective integrated delivery of the library, council and partners services. The desk will also incorporate a semi confidential interview pod, which will enable more specialist services to be delivered away from the main reception desk area and give increased privacy to the customer. A back office room will be created to the rear of the reception desk to enable staff to access and deliver front office and back office duties easily and more effectively.

Two confidential interview rooms will provide space for confidential one to one information, advice and guidance, as well as providing flexible space to enable other agencies to deliver drop-in/outreach provision.

A waiting area, staff room and toilet facilities for both staff and customers will be provided in the main entrance area.

The car parking areas needed to house a total of 53 spaces. The majority of these spaces could be created at the opposite end of the Health centre, on the old pit site. The access to this car park would be through the main Health Centre car park and the proposed car park site is on a piece of land that has a significant gradient and would require land fill to make it accessible. This would create 32 spaces and the remaining 21 are existing spaces that will be unchanged.

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

There is currently no Customer Service Centre and purpose built training room in Ryhope. Residents requiring access to training provision and a range of council services would have to travel to Grangetown or the Civic Centre CSC. The availability of this provision would enable a range of agencies and training providers to deliver training, including City of Sunderland College, Adult & Community Learning, (who have contributed £40,000.00 to the development of this training room), the PCT, Children's Centre, located in the primary school adjacent to the CSC, and other council training providers, e.g. Job Linkage, Youth & Community and the library service.

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 []
- d) A gap in funding will be filled pending other funding being secured []
- e) Other reason []

Please explain your answer:

The funding secured through the People First programme has been allocated to enable the capital development of a customer service centre (CSC) and a

library.

The training room was identified as an additional need, but will serve the whole of the Ryhope community. A booking system will be implemented. This will enable both agencies and community groups to have access to the room through a managed programme.

- ***The SIB funding will enable the training room to go ahead with out any detrimental effects to the other facilities within the CSC and library.*** If this funding is not secured through SIB, then alternative-funding sources will be explored.

3.7 How will you publicise that you have received support from SIB?

(please refer to Section 3 of the guidance notes)

All funding streams that have supported the development of the project will be publicised, via leaflets and promotional information. Within the CSC a large LCD screen will advertise all funding partners within its rolling programme of information that will be on permanent display.

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

If 'Yes' please provide details :

A consultation exercise was carried out in July 2005 in partnership with the Ryhope Primary School, Ryhope Library, Children's Centre and the Health Centre. This secured information regarding local residents perception of 'need' across the area, in terms of access to specific services and local amenities.

Data will be provided on request.

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

Yes

If 'Yes' please provide details:

A consultation exercise was carried out in May 2005. 129 residents took part in the questionnaire, which was carried out in four locations within Ryhope, namely the Health Centre, The Community Association, The Library and on a community outreach basis with local groups.

Asked the question, "Which Council services would you be able to access in Ryhope Customer Service Centre?"

34% of respondents said they would like to access education and training from within the CSC. And 46% of respondents said they preferred to access the CSC and receive face-to-face service rather than by other access channels for example telephone, self -service or internet.

Full data available on request.

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

The community of Ryhope and the surrounding area will be the main

beneficiaries of this project.

Initial Business Benefits/Business Case (Rationale):

Provides an immediate opportunity to establish excellent customer services, supporting the 'one council' approach to delivering services, within the Sunderland East area. The integrated service builds on the three Customer Service Centres developed across the city and supports better use of resources, enables easier access to a more diverse range of council services and facilities.

Through cross training skilled staff will be available on reception to deal with a wider range of support and information delivering 80% resolution at first point of contact.

Council partners will benefit by having the opportunity to become part of the integrated service delivery solution.

The potential long-term savings of locating a number of services under one roof rather than being scattered across a number of facilities. Thus potentially reducing a number of costs associated with running a building, e.g. utility bills, repairs bills etc.

The project can demonstrate long-term cost neutrality and potential revenue savings where budgets are transferred with staff to a more cost effective building.

The site demonstrates a commitment to partnership working between two significant public sector organisations. It will be the first development where the council has built on STPCT land instead of visa versa.

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

Yes

If 'Yes' please provide details:

Each People First facility will have a fully operational CSC with trained staff, in the main these will be Sunderland City Council employees. Where appropriate the CSC will be integrated with existing council and partner services, and could be based in an existing building e.g. a Library or a in partner building e.g. SHG. In new People First facilities e.g. Ryhope Centre, council services will have an integrated front office and reception.

The integration will create economies of scale and support achievement of efficiency targets set within the Gershon review, supporting the annual efficiency statement (AES) as part of the Comprehensive Performance Assessment (CPA).

The key aim of the *People First* programme is to provide efficient, improved choice to customers by allowing them to decide where, when and how they

access services. To achieve this aim, services have been migrated to the range of *People First* access channels. To date, the services delivered in Grangetown CSC include:

- Council Tax and Housing Benefit;
- Environmental Services;
- Children's Information Service;
- Payments;
- Ask Recruitment;
- Welfare Rights;
- And other low level council enquiries through a range of frequently asked questions (FAQ's).

Based on the principle that all council services will be delivered (at the appropriate level) through CSC's, the next set of services being developed include:

- Development Control General Enquiries;
- Registrars including deaths, births and marriages;
- Licensing;
- Blue Badge Scheme;
- Homelessness Advice;
- Integrated Benefits;
- Education General Enquiries.

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

Directorates have given support to this scheme via EMT and being part of the organisational and approval structure. An outline scheme report was presented and approved by in January 2006.

3.13 Are any legal and other approvals required?

Yes

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

The project will be subject to the City Councils adopted Prince 2 project management governance system.

The documents produced for this are:

A Project Brief (PB)

A Project Initiation Document (PID)

ICT Project Approach

Microsoft Project Plan

A Cabinet Report

Governing Body:

Core Management Management Group (People First Programme)

Steering Group/EMT (Executive Management Team within City Council)

Cabinet Report

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?

Yes

If yes, please describe how the project will comply with the Policy:

The Equality Policy of Sunderland City Council covers both how services are provided and the way in which employees are recruited, selected and subsequently treated.

As well as carrying out our legal responsibilities, we are committed to the broad principles of social justice and are opposed to any form of discrimination or oppression.

Our policy will apply to **all** those who come into contact with us; those who use the services provided directly by us or on our behalf; potential users of our services; other agencies and professionals; job applicants and employees, and the general public.

We aim to ensure that no one receives less favourable treatment on the grounds of:

Race, Colour, Ethnic or National origin, Religion or Belief, Gender, Marital Status, Sexual Orientation, Disability, Age, Political Belief, Social Class, Trade Union activity

If no, please describe how your organisation addresses equal opportunities issues:

NA

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

Ethnic Issues No

Gender Issues No

Disability Issues Yes

If yes, please provide details as to how the project is in line with the Disability Discrimination Act 1999

The Ryhope library in its current state does not meet the requirements set out in the DDA Act and would require significant investment to ensure it complied with the DDA guidelines. The small training area provided by the library therefore does not comply with DDA standards. However, the Customer Service Centre development, which includes the CSC, a Library and a training Room will comply with the DDA requirement for access and usage of services.

Disability has been a key consideration when designing the CSC development.

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:

This project will address the East Area Framework.

The EAST ARF priorities the project will address through the use of SIB are:

City Objective: Targeting Activity and creating a learning culture		
Area Issue/Local priority	Actions	How it will support achievement
Ensure young people are skilled up for a successful future	<ul style="list-style-type: none"> Develop delivery of Connexions Service in partnership with local organisations and projects 	Partnership delivery by Connexions, community and voluntary sector, training providers, College, LEA in community training facility
The participation of local people in lifelong learning opportunities	<ul style="list-style-type: none"> Development of 'informal' education - flexible approach. Provision of support and assistance of those re-entering learning and training, particularly the unemployed Delivery of training and education to all sectors of the community at local venues 	Partnership delivery by Education providers, training agencies, New Pathways, Life Long Learning Forums, Sunderland Learning Partnership, voluntary and community sector in community training facility
Access to IT and other technology at local venues	<ul style="list-style-type: none"> ICT courses at local schools and other community based venues 	Local Authority, Education providers, training agencies
City Objective: Delivery of 'Activecity'		
Area Issue/Local priority	Actions	How it will support achievement
Development of leisure and cultural facilities across the area.	Development of a range of key facilities at key local sites	People First Customer Service Centre, new library, and training room
	Establish a one stop shop approach	Customer Service Centre (People First Programme).
City Objective: Increase creativity, education and participation and development of appropriate infrastructure		
Area Issue/Local priority	Actions	How it will support achievement
Encourage local people and groups to participate in local cultural services and provision	Develop a range of facilities at a key local site	Development on key local site in centre of Ryhope main shopping street adjoining local Health Centre. Integrated facility delivering range of council service, library, training provision & Health Centre

Increase levels of reading and promotion of books	Review library provision and opening hours	Newly built library and increased library access hours
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).		
Description	Output	Outcome
		Local Priority:
Completion of a Community Training Room.	1 January 2008	<ul style="list-style-type: none"> Development of a range of key facilities at key local sites Establish a one stop shop approach
Training (accredited and non accredited) delivered in the training room	600 hrs December 2008	<ul style="list-style-type: none"> Delivery of training and education to all sectors of the community at local venues
5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?		
NA		

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The development of the Customer Service Centre will be managed under the Prince II methodology. This is Sunderland City Council's adopted project management tool and governance structure.

Throughout the development of the building the project must be subject to a structured approval process. The documents produced for this are:

- A Project Brief (PB)
- A Project Initiation Document (PID)
- A Cabinet Report

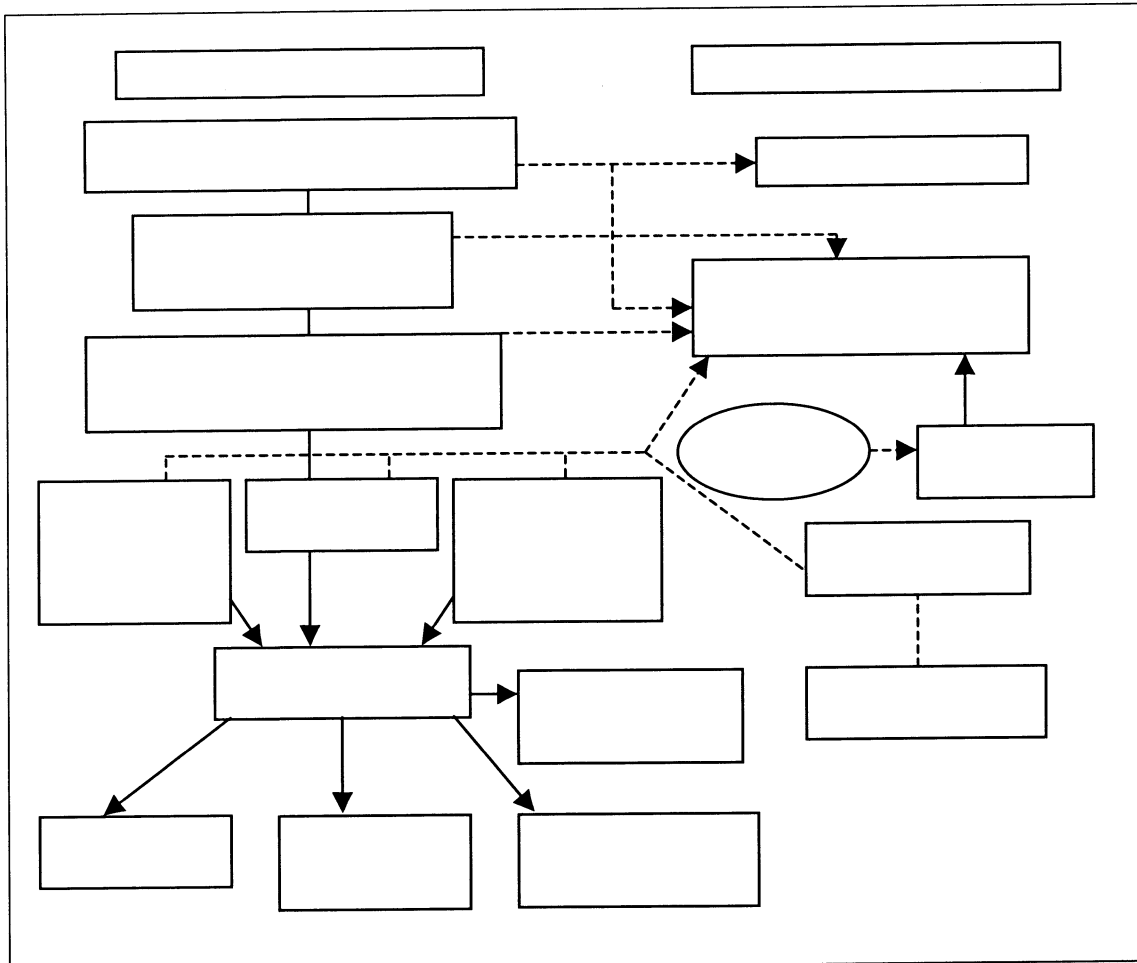
The groups listed below before the project can advance to the next stage must approve these documents. Each stage must demonstrate the viability of the project in terms of finance and relevance from both the building and service delivery perspectives.

It is the responsibility of the project manager to ensure all documentation is approved prior to progressing the project.

- a. Core Programme Management Group (People First)
- b. Steering Group/EMT (Executive Management Team within City Council)
- c. The Cabinet

Refer Flow Chart

The Management Structure: Management and Approval Process



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

Delay in completions	1	3	3	A project plan has been produced to outline timescales and completion dates. These timescales are reflective of procurement and capital development processes. Any delays will be highlighted in an exception report to the Core Management Group and relevant arrangements made.
Staff cannot meet demands of increased uptake of services	1	3	3	A data collection exercise has been carried out to assess current uptake of services and projected uptake of services based on population and demographics. Staff supply will be reconfigured to meet projected demand.
Management of the building	1	1	1	An ownership and SLA agreement will be set up between the City Council and Sunderland Primary Care Trust. This will be arranged by the Council Property Services Department and approved through the Councils Legal Department. This will outline clear building management and accountability.
Management of service delivery	1	3	3	The CSC and library will be managed by the City Councils. Clear lines of management and accountability will be established within the development process and approval structure.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£31,345 (£15,000 from 2006/07, £16,345 from 2007/08 – subject to budget approval)

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?

Refer section 7.7

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

Avenues of funding have been explored, and will continually be explored to ensure maximum benefit is brought to East Area community members

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

All building costs are estimated based on the Councils Quantity Surveyors Section. The detailed costs will not be established until Stage three (Refer to Appendix 3) has been completed in July. If the costs outlined in the detailed designs exceed the budget then the building will be redesign to meet the budget. Unfortunately the training room will have to be the first element to be reduced or taken out, as this is not an essential element within a CSC.

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

As part of the Prince II project management and governance model the PID will include a business case that will outline all expenditure and income over a three-year period.

7.7 Provide a profile of projected costs:

Item	Expenditure		Income	
	Capital		Capital	
Feasibility	£30,000.00			
Planning fees	£2,000.00			
Customer Service Centre (incl 87% fees)	£1,240,389.00		£1,800,000.00	
Car Park	£265,000.00			
Pharmacy (incl. 13% fees)	£220,367.00		£220,367.00	
Sale of Library (subject to Sale)			£90,000.00 not included	
Adult Education			£40,000.00	
DDA			£28,000.00	
SIB (not approved)			£31,345.00	
Contingency @10%	£175,575.00			
Sub Total	£1,933,331.00		£2,119,712.00	
Signage	£18,370.00			
Fixtures & Fittings	£66,000.00			
ICT	£102,011.00			
Sub Total	£186,381.00			
Total	£2,119,712.00		£2,119,712.00	

Funding Source	2005/06	2006/07	2007/08	Total Cost
SIB :				
East		£15,000	£16,345	£31,345
Other Sources: (Please state)				
SIP	£30,000	£170,000	£1,600,000	£1,800,000
Adult & Community Education			£40,000	£40,000
Herdman's Pharmacy (Private investor)			£220,367	£220,367
DDA Budget (City Council)			£28,000	£28,000
Total Cost:	£30,000	£185,000	1,904,712	£2,119,712

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

NA

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

Description	m2 (scheme 12)	cost
Customer Service Centre 86.24%		
Library	161.00	£392,035.00
Training Room	29.30	£71,345.50

Entrance Lobby (Car Park)	36.20	£88,147.00
Interview room x 2	24.00	£58,440.00
Reception Area	33.50	£81,572.50
Corridor Back Office	6.00	£14,610.00
Waiting Area	26.60	£64,771.00
Baby Change	5.10	£12,418.50
Female Toilet	5.10	£12,418.50
Male Toilet	5.70	£13,879.50
Entrance Lobby (Front Street)	15.10	£36,768.50
Staff Room	17.80	£43,343.00
Staff Female Toilet	4.00	£9,740.00
Staff Male Toilet	4.00	£9,740.00
Cleaning Cupboard	1.70	£4,139.50
Plant	19.60	£47,726.00
Store	3.50	£8,522.50
Back Office	26.80	£65,258.00
Circulation	84.40	£205,514.00
Unit Cost	7.60	£2,435.00
Sub Total	517.00	£1,240,389.00
Pharmacy 13.76%		
Waiting Area	16.10	£39,203.50
Consultation Room	12.00	£29,220.00
Office	10.50	£25,567.50
Dispensary	31.00	£75,485.00
Stock Room	12.00	£29,220.00
Tea Bar	5.40	£13,149.00
Staff WC	3.50	£8,522.50
Corridor	0.00	£0.00
Cleaners cupboard	0.00	£0.00
Unit Cost		£2,435.00
Sub Total	90.50	£220,367.50
Car Park		£265,000.00
Sub Total		£1,725,756.50
Contingency		£175,575.00
Fees & planning		£32,000
Total		£1,933,331.5

Please note: These are inclusive of fees and project for Qtr 4 2006

Furniture Item	Reference	Colour	Description	Qty	Unit Cost	Total
Customer Service Centre						
Customer Chair	CMALCXXNB		Hartley Flame Blend	8	£140.00	£1,120.00
Operator Chair	AFT342			10	£299.00	£2,990.00
Interview room tables	SP11702/215		Maple/brushed silver	2	£650.00	£1,300.00
Extension pieces	SP11055/1		Maple/brushed silver	2	£320.00	£640.00
3 seater setee			Maple/brushed silver	3	£700.00	£2,100.00
Customer Waiting Chairs				3	£500.00	£1,500.00
Back Office desks				6	£400.00	£2,400.00
Sub Total					£3,009.00	£12,050.00
Library						
Customer Chairs				75	£140.00	£10,500.00
Shelving				20	£1,600.00	£32,000.00

Tables				10	£400.00	£4,000.00
Sub Total					£2,140.00	£46,500.00
Training Room						
Customer Chairs	CMALCXXNB		Hartley Flame Blend	12	£140.00	£1,680.00
Table				1	£1,400.00	£1,400.00
Sub Total					£1,540.00	£3,080.00
Contingency sum @ 5%						£4,373.00
Total						£66,003.00

Item-Signage	Description/size	Location	Qty	Unit Cost	Total cost
External Signage			1	£1,000.00	£1,000.00
Customer Reception Point			1	£250.00	£250.00
Customer Service Point			4	£105.00	£420.00
Information Point			2	£110.00	£220.00
Customer Waiting Area			1	£190.00	£190.00
Interview Room 1			1	£50.00	£50.00
Interview Room 2			1	£50.00	£50.00
CCTV in operation			4	£75.00	£300.00
No Smoking			2	£75.00	£150.00
Customer Service Telephone Point			1	£110.00	£110.00
Switch off mobile phone please			4	£110.00	£440.00
No food or beverages			4	£110.00	£440.00
Induction loop system available			2	£75.00	£150.00
Private interviews available			1	£110.00	£110.00
Nappy Change			1	£110.00	£110.00
Female Toilets			2	£75.00	£150.00
Male Toilets			2	£75.00	£150.00
Accessible Toilets			1	£75.00	£75.00
Baby Change area			1	£75.00	£75.00
Private-Staff only			3	£110.00	£330.00
Display units			3	£680.00	£2,040.00
Sub Total					£6,810.00
Library			1	£250.00	£250.00
Self Service Point			1	£110.00	£110.00
Children's area			1	£250.00	£250.00
Area signage			6	£110.00	£660.00
Training Room			1	£110.00	£110.00
Display units			5	£680.00	£3,400.00
Switch off mobile phone please			1	£110.00	£110.00
CSC-Totem Pole			2	£2,500.00	£5,000.00
Sub Total					£9,890.00
Contingency @10%					£1,670.00
Total					£18,370.00

Item ICT	Qty	Unit Cost	Total
Video conferencing facility (PolyCom VSX3000+Doc Camera)	2	£4,192.00	£8,384.00
Comino Dip Scanner	1	£2,964.00	£2,964.00
LCD Screen 30" (NEC LCD 30000-VGA)	2	£1,364.00	£2,728.00
NEC Wall mount bracket	2	£165.00	£330.00
1x PCWB 5mm X 3mm Stereo plug to 3.5mm Stereo Jack	1	£25.00	£25.00
CAT5 TO VGA (double sided)	1		£0.00

VGA CAT 5	1	£445.00	£445.00
Belkin pro series PS/2 to USB Adaptors (Cable only)	2	£11.00	£22.00
1 x KVM Switch 2 port PS2	1	£50.00	£50.00
Standard Base Units	15	£530.00	£7,950.00
17" Flat Screen Monitors	15	£1,800.00	£27,000.00
Microsoft Office Professional	15	£194.00	£2,910.00
CAL and Anti Virus	14	£80.00	£1,120.00
SAP Professional Licence	7	£1,448.00	£10,136.00
Comino Licences	5	£300.00	£1,500.00
Deep Freeze Licence	1	£29.00	£29.00
VOIP Phones model 7940	10	£200.00	£2,000.00
Network Equipment	1	£3,750.00	£3,750.00
Cabinet for ICT switches	1	£4,380.00	£4,380.00
Cabling	1	£6,000.00	£6,000.00
Server	1	£10,000.00	£10,000.00
Patch Leads	1		£0.00
HP Office Jet 7310 All in one printer/scanner/Copier/fax with card	1	£304.00	£304.00
Black & White Printer	1	£711.00	£711.00
APC UPS (Un interruptable power supply-1 hour)	1		£0.00
Sub Total		£38,942.00	£92,738.00
Contingency at 10%		£3,894.20	£9,273.80
Total		£42,836.20	£102,011.80

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.

Procurement of the facilities will be subject to the OJEC procedure. Purchase of all equipment will meet with Sunderland Councils procurement regulations. The procurement method is Traditional Procurement Method.

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):

Appendices
Appendix 1 Project Initiation Document
Appendix 2 Cost spread sheet
Appendix 3 Project Plan
Appendix 4 Consultation Data

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:

Andrew Seekings

Position in Organisation:

Head of Projects & Programme Office

Date:

12.6.06

Project Application 2 - Improving the health and independent living of Sunderland's older people

SIB Requested: £18720 (£3120 per Area Committee)												
Section 1: Application Requirements												
<p>1.1: 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. Dates and Venues of future meetings are provided as supporting information.</p>												
<p>1.2 Which Area Regeneration Framework(s) does the project cover? (please tick)</p> <table> <tr> <td>Coalfield</td> <td><input checked="" type="checkbox"/></td> <td>East</td> <td><input checked="" type="checkbox"/></td> <td>North</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Washington</td> <td><input checked="" type="checkbox"/></td> <td>West</td> <td><input checked="" type="checkbox"/></td> <td>South</td> <td><input checked="" type="checkbox"/></td> </tr> </table>	Coalfield	<input checked="" type="checkbox"/>	East	<input checked="" type="checkbox"/>	North	<input checked="" type="checkbox"/>	Washington	<input checked="" type="checkbox"/>	West	<input checked="" type="checkbox"/>	South	<input checked="" type="checkbox"/>
Coalfield	<input checked="" type="checkbox"/>	East	<input checked="" type="checkbox"/>	North	<input checked="" type="checkbox"/>							
Washington	<input checked="" type="checkbox"/>	West	<input checked="" type="checkbox"/>	South	<input checked="" type="checkbox"/>							

Section 2: Sponsor Details		
2.1 Name of Lead Organisation / Group: Sit 'n' 'b' Fit Limited – a social enterprise		
2.2 Address of Lead Organisation / Group: Hendon Co-op Centre, 44 Mowbray Road, Hendon, Sunderland, SR2 7DN		
2.3 Contact Name for Project: Lynn Summerside	2.4 Position in Organisation: Co-op Member / Director	
2.5 Tel. Number: 07725587692	2.6 Fax Number: 0191 5101105	2.7 E-mail Address: esummerside@btinternet.com
2.8 Day to Day Contact Name / Details (if different to 2.3 above): as above		
2.9 Legal Status of Organisation:	2.10 Registered Charity Number (if applicable):	

Workers Co-operative (with charitable objectives)	
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?	
No	
<u>If 'Yes' please provide details:</u>	
2.13 Are any trustees / members of the organisation employed by the City Council?	
No	
<u>If 'Yes' please provide details :</u>	

<u>Section 3 : Project Details</u>	
3.1 Project Title: (Please re-state title as per front sheet) Improving the health and independent living of Sunderland's older people	
3.2 Project Start Date: June 2006	3.3 Project End Date: March 2007
3.4 Please describe the project: The project aims to improve the health, mobility and to extend peoples ability to sustain independent living through appropriate exercise. The 'appropriateness' is delivered by using our expertise in 'seated' exercise programmes. Seated exercise increases a person's stamina, balance, co-ordination, suppleness, flexibility, and improves lung capacity and helps provide a healthy heart (include the reduction in cholesterol). In so doing it has a major impact on their well being, confidence and reduces stress. Importantly it also improves their safety by reducing the risk of falls. The numbers and effects of falls on older people is of major concern to the TPCT which promotes this type of exercise as one of the best ways of tackling the problem. The service can be provided to groups or individuals either in their own home or in other establishments. In this case this programme is aimed at people living in the City's residential, nursing and sheltered accommodations. The programme will run for 1 hour per week for 20 weeks periods .Each session will be conducted by a qualified leader in this field and will be accompanied by music. It is effective whilst being fun and a good social occasion for all those concerned. It will also instil in the participants the benefits of seated exercise which will have an impact once the programme has finished i.e. it will encourage the individuals to continue the exercises because of the demonstrated improvements in their health, confidence and self esteem. It will also encourage the general public to come into the establishments by offering them to take part in the exercise classes with their family to increase the residents social interaction which can bring substantial benefits to their quality of life.	

The intention is to run the programme in 5 residential, nursing or sheltered accommodations in each of the 6 area frameworks (giving a total of 30 homes). Each establishment will contribute 20% towards the cost. We have undertaken market research (via questionnaires) which has indicated that there is a demand for the proposal and there will be no problem with take-up or participation in the programme (25 homes have already signed up for the programme).

Alongside the exercise programme for the service users, and to ensure the long term sustainability of the project once the SIB money has come to an end, we will provide a training programme for 12 members of staff from the homes to enable them to deliver seated exercise in the future.

The maximum for one training course is 12 people. This reflects our belief that 40% of homes will sign up staff for the training. If this is the case we will select staff from 2 homes in each area to benefit from the training to match the funding apportionment.

The training programme will last for 1 day per week for 12 weeks (total of 30 hours per trainee) and they will receive the qualification - Seated Exercise – NVQ level 2. The 12 week course will begin 8 weeks into the 20 Sit n b Fit sessions to allow the staff and the sheltered accommodation to familiarise themselves with the work and for them to choose the most appropriate member of staff.

The training provider, will be the Keep Fit Association (KFA). KFA was chosen because of competitive pricing and the reputation of the organisation in this field. In addition each trainee will need to undertake First Aid training. This will be delivered by Occupational Health Services.

Sit 'n' 'b' Fit Limited will also undertake 4 follow up visits to homes to offer support and advice to the member of staff.

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

Sit 'n' 'b' Fit already undertakes seated exercise in residential, nursing and sheltered accommodations on behalf of Age Concern, Teaching Primary Care Trust, Back on the Map – NDC, Wearmouth Community Development Trust Association, Fulwell Day Centre, Little Sisters of the Poor and others.

This project will not only improve the health, safety and independent living prospects of approximately 600 (this equates to 20 people per home for 30 homes) of the City's older residents, but also to increase the awareness of the benefits of seated exercise for the users and providers of care for older people, and will create 12 newly qualified seated exercise tutors (there is presently a real shortage of tutors in the City)

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 [x]

- c) The funding will accelerate the implementation of the project by 12+ months []
- d) A gap in funding will be filled pending other funding being secured []
- e) Other reason []

Please explain your answer:

This funding will enable us to offer seated exercise to a much greater number of people. It will also help us promote the benefits and impact of the service in a very practical way to a much wider audience. This will be of help to the City's older people, those with physical and mental health problems, and others who could benefit from seated exercise for many years to come.

We will train 12 care staff to become qualified 'keep fit tutors' (seated exercise – NVQ level 2) which will make a contribution to improving the health of the City's older people well beyond the life of this programme.

3.7 How will you publicise that you have received support from SIB?

(please refer to Section 3 of the guidance notes)

This project is likely to receive a lot of publicity and full acknowledgement will be given to the support of SIB funding. This will be achieved by working with the SIB funded Area Marketing project. Acknowledgement of SIB will also be passed to the clients and their carers / accommodation

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

Yes

If 'Yes' please provide details :

We have distributed a questionnaire to 60 of the City's residential, nursing and sheltered accommodations, and, at the time of writing, 25 had responded positively and stated they would contribute 20% of the cost. A 40% positive response to a mail out of this sort bodes well for the future take up of the proposal i.e. when we intensively promote the service if the application is successful.

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

Yes

If 'Yes' please provide details:

According to the Health Development Agency seated exercise helps reduce the risk of falls, whilst increasing leg strength, balance and co-ordination.

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

This proposal is aimed at those older people who are starting to face problems with independent living. Approximately 600 (20 residents per home) individuals will benefit

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

Yes – The project will make a significant contribution towards raising levels of physical activity for older people.

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

No

If 'Yes' please provide details :

Community and Cultural Services have been consulted in the development of this application.

3.13 Are any legal and other approvals required?

No

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?

No

If yes, please describe how the project will comply with the Policy:

If no, please describe how your organisation addresses equal opportunities issues:

Enshrined in the co-operative principles and rules is a commitment to equal opportunities:

'In carrying out its objectives the co-operative shall have regard to promoting equality of opportunity for all sections of the community both within its own affairs and within society generally, and to assisting people in need by any means whatsoever.'

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

Ethnic Issues No

Gender Issues No

Disability Issues Yes

If yes, please provide details as to how the project is in line with the Disability Discrimination Act 1995

In line with the DDA, Sit n b Fit will ensure that disabled learners will have a positive experience of learning and that the service will aim to recognise and respond to their particular requirements.

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:

City objective – working with those communities and groups who

experience higher levels of ill health to ensure we can respond in ways in which are most relevant to their needs

Local – improved provision for older people

Actions –

1) Research the needs of older people.....,

The project has / will involve market research

2) Activities programmes established in sheltered accommodation

At least 30 sheltered accommodations will benefit

3) Identify funding opportunities to continue learning and leisure courses for older people

12 newly qualified leaders will be available to deliver further sessions

4) Develop Leisure programmes for older people

30 x 20 weeks exercise and leisure programmes

City objective – Addressing underlying long term problems such as unemployment, poverty, poor housing, which help determine poor health experience

Local – Need to encourage participation in health related matters.

Actions –

1) Promotion of sport, exercise and preventative programmes to assist the local community in development towards better health

30 x 20 weeks community based exercise programmes which increases independent living and prevents falls – a major concern for the NHS. 12 newly trained seated exercise teachers

2) Expansion of Healthy Living Centre activities around diet, health promotion, smoking cessation, and healthy lifestyle delivered at local venues.

30 x 20 weeks community based exercise programmes – delivered to at least 30 venues. 12 newly trained seated exercise teachers

3) More local facilities for health programmes

delivered to at least 30 venues. 12 newly trained seated exercise teachers

Local – To promote community led solutions to tackling health related issues

Actions –

1) Investigate mechanisms to ensure sustainability of community led initiatives

12 new leaders trained to deliver the service in the future

2) Co-ordinate community resources and initiatives

Using local residential, nursing and sheltered accommodations to deliver exercise programmes

3) Provision of health information at local venues

Using local residential, nursing and sheltered accommodations to promote the benefits of exercise.

4) Encourage community ownership of projects and community led solutions to tackling health related issues

Creation of a bank of qualified seated exercise teachers to deliver activity in the community.

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 main output is for 600 (see 3.5) older people to benefit health-wise from a 20 week exercise programme. The individual benefits of the exercise will be gauged and evaluated by the locations completing questionnaires at the beginning, mid-term and end of the programme.

There will be 12 newly qualified 'seated exercise' tutors (seated exercise – NVQ level 2).

Other outputs include develop 30 new local venues for the promotion and delivery of exercise programmes, and to support a social enterprise which aims to create a self financing services.

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

The aim is to provide the service across the City, the figures being calculated on 5 venues in each of the 6 areas delivering the exercise programmes.

The venues that have indicated their wish to take part already are:

1) Barnes Care Home, High Barnes, 2) Village Care Home, South Hylton, 3) St George Care Home, Washington, 4) River View Lodge Care Home, Southwick, 5) Field View, Residential Home, Southwick, 6) Pavilion Care Centre, Houghton le Spring, 7) Jubilee Nursing Home, Thornhill, 8) Beechcroft Residential Home, Thornholme, 9) Mayholme Residential Home Grangetown, 10) Thistledale, Hendon, 11) Watts Moses, East End, 12) Nelson Close Hendon, 13) Ashlea Grange, Philadelphia, 14) Ashlea Lodge Care Home, Millfield, 15) Glenholme House, Roker, 16) Princes House, Seaburn, 17) Hetton Day Centre (Bog Row) 18) Peace Haven, Washington, 19) Knoulberry Road, Blackfell, 20) Turnbull House, Southwick, 21) Ashlea Lodge, Newbottle, 22) Roseberry Court, Thorney Close, 23) Concord, Washington, 24) Albany House, Monkwearmouth..... **THE LIST CONTINUES TO GROW!**

If this application is successful we will intensively promote the project to ensure further take up from homes within each area. The budget allocation will be managed so that if we are unable to secure sufficient take up (i.e less than 5 care homes) from a particular area, then the SIB contribution from that area will be reduced accordingly, and any unused SIB will be returned to budget.

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The programme will be managed by Lynn Summerside, manager of the social enterprise and co-operative - Sit n b Fit. She has a track record of delivery of this type of programme for Age concern, Wearmouth Community Development Trust (including Fulwell Day Centre), Little Sisters of the Poor, WRVS, Hetton Day Centre etc.

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 only identifiable risks are:

- 1) non – take up of the scheme by homes – Market research strongly suggests that demand will outstrip supply. If this becomes a problem, we will increase the level and intensity of marketing the programme to the City's numerous Nursing, Residential and Sheltered Accommodations.
- 2) Homes do not pay their 20% - Again the market research suggests otherwise but if any default then this cost will be borne by Sit n b Fit,
- 3) Older people do not want to do the exercise – the programme is not compulsory and it is down to the choice of the individual whether they participate or not. All my experience shows that seated exercise is very popular and becomes a real social event – it becomes one of the weeks highlights for residents.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£18,720 in total (£3,120 per area)

See 7.9 for more detail

Seated exercise sessions in sheltered accommodation

(30 homes x 20 sessions per home x £20 per session) £12,000

Training of 12 sheltered accommodation staff (intensive 12 week programme – 30 hours of training).

Seated exercise– (NVQ – LEVEL 2) £5280
First Aid (12 x £20) £240

Follow up visits

12 homes x £100 (4 visits per home @ £25 per visit) £1200

Total **£18720**

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

Capital [] Revenue [X] Both []

7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?
 Homes will contribute £3,000 (30 homes x 20 sessions per home x £5 per session)

7.4 What other funding alternatives have been considered and why were these not appropriate?
 We are unaware of any other funding source which would meet the cost of this type and scale of project

7.5 What are the financial implications for the project should it not receive SIB funding?
 The proposal will not go ahead – some homes may decide to meet the costs in full but these will be few and the number of local venues and beneficiaries will be severely reduced.

7.6 When SIB expenditure is complete how do you intend to continue this project?
 The aim is for Sit n b Fit to show the benefits of the exercise to the homes and their clients during the period of the SIB support. This will then result in the continuance of the training by the homes and their clients meeting the costs of future exercise sessions themselves

7.7 Provide a profile of projected costs:

Funding Source	2005/06	2006/07	2007/08	Total Cost
SIB :				
Coalfield		3,120		3,120
East		3,120		3,120
North		3,120		3,120
South		3,120		3,120
West		3,120		3,120
Washington		3,120		3,120
Other Sources: (Please state) 1) Contributions from Homes		3,000		3,000
Total Cost:		21,720		21,720

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

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

areas of expenditure:

Seated exercise programme:

Trainer costs including transport, provision of equipment, and administration, monitoring and evaluating.

£25 per session is the accepted rate for this service.

30 homes x 20 weeks x £25 per session = **£15,000 (see 7.1)**

Training new tutors:

KFA Trainer – £3500, trainer expenses – travel £60 (£5 x 12), catering £720 (15 x £4 x 12), Room Hire £600 (£50 x 12), Administration and promotion £400. **total £5280**

First Aid Training

12 people @ £20 per person. **Total £240**

follow up visits to care homes to support their trained member of staff

12 homes x 4 visits @ £25 per visit. **Total £1200**

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.

N/a

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):

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:

Lynn Summerside

Position in Organisation:

Co-op Member / Director

Date:

9th May 2006

STRATEGIC INITIATIVES BUDGET - GRANT APPLICATION FORM

PROJECT TITLE:	EAST CA GAP FUNDING
SIB Requested:	£4,138
Section 1: Application Requirements	
<p>1.1: 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. Dates and Venues of future meetings are provided in section 7 of the SIB guidelines.</p>	
1.2 Which Area Regeneration Framework(s) does the project cover? (please tick)	
East <input checked="" type="checkbox"/>	

Section 2: Sponsor Details		
2.1 Name of Lead Organisation / Group:		
The Sunderland East Community Association (ECA)		
2.2 Address of Lead Organisation / Group:		
New Building, Moor Terrace, Hendon, Sunderland SR1 2JH		
2.3 Contact Name for Project:	2.4 Position in Organisation:	
Shirley Waldron	Treasurer	
2.5 Tel. Number:	2.6 Fax Number:	2.7 E-mail Address:
01191 5655648	0191 5655658	eastca@btconnect.com
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):	
Community Association with Charitable Status	505691	
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?		
No		

2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?

Yes

If 'Yes' please provide details :

Cllr Bryn Sidaway is a member of the ECA Management Committee.

ECA Management Committee also has three non-voting advisor posts. These posts are currently filled by one representative from Back on the Map and two representatives from Sunderland City Council's Community and Cultural Services

Section 3: Project Details

3.1 Project Title: (Please re-state title as per front sheet)

EAST CA GAP FUNDING

3.2 Project Start Date:

1.08.06

3.3 Project End Date:

31.10.06

3.4 Please describe the project:

SIB funding is sought to support the continuation of the Administrators post and associated costs over a three month gap period between BOTM funding and Big Lottery/Esmee Fairbairn Foundation funding.

The current funding support from Back on the Map concludes 31st July 06 and funding applications submitted to Esmee Fairbairn Foundation and the Big Lottery Foundation's Reaching Communities fund will not realistically materialise until late October 2006.

The Administrator enables the East Community Association to remain open and accessible to local residents and provides essential assistance to the ECA Management Committee and also the groups that operate from within the Centre.

The Administrator will continue to provide a full range of administration, secretarial and I.T. duties to support the running of the Centre and it's activities.

The Administrator provides a reception service at the East CA and is the first point of contact for all enquiries that come in to ECA.

The project will also ensure that the ECA will be able to effectively liaise with Durham Wildlife Trust and assist in the progression of the re-landscaping project in partnership with the North East Refugee Service and Hendon Young People's Project.

Without funding, the Centre would be closed for the majority of the week.

The fund will also provide on-costs associated with this post for the three month period and cover costs of running the office in terms of utilities and materials.

It is recognised, that should other funding become available earlier than expected, any unused SIB will not be claimed and will be returned to budget.

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

East Community Association has an important history within the Hendon and East End communities of Sunderland. Formed nearly 60 years ago, the Association has established and lobbied for many key community services and activities that are now a fully established part of community life in Sunderland.

ECA has an overall vision to “work in partnership with local authorities, voluntary organisations and residents to best serve and benefit the communities of Sunderland”.

ECA provides a valued meeting space for community groups in East End and Hendon and currently provides services to the community such as a regular ‘Pop In’ club, and unemployment club, bingo sessions and self defence clubs.

The project is essential in facilitating and underpinning all of this work and provides a professional face for all enquiries to the ECA.

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 []
- d) A gap in funding will be filled pending other funding being secured [X]
- e) Other reason []

Please explain your answer:

Funding is requested to plug the gap in funding for three months as the current funding support from Back on the Map concludes 31st July 06 and funding applications submitted to Esmee Fairbairn Foundation and the Big Lottery Foundation’s Reaching Communities fund will not realistically materialise until late October 2006.

Support for a period of three months is therefore requested.

It is recognised, that should other funding become available earlier than expected, any unused SIB will not be claimed and will be returned to budget.

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

The East Community Association will publicise the support of SIB to Eastwise and other local press offices, in partnership with the SIB funded Area Marketing project.

It is envisaged that articles will be released once confirmation from Esmee Fairbairn Foundation and Big Lottery Funding has been received. This will then provide an opportunity for a very positive press release to promote the future and planned activities of the ECA. The press release would clearly acknowledge that it would not have been possible without the support of the SIB at a crucial stage in development.

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

Yes

If 'Yes' please provide details:

In March 2006, the Management Committee initiated a business planning process and review of activities and services provided. This review involved the consultation of 47 partners that operated at both a strategic and operational level within East End and Hendon. 21 Centre users were also consulted along with over 44 members of the wider community.

This business planning process identified that the ECA was highly valued amongst the community and highlighted great demand for continuation and development of additional services and activities from within ECA.

Prompted by this information gathered, the ECA have realigned their activities and developed a business plan to steer activity into the future. Underpinning all these developments, is the continuation of the administrative support.

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

Yes

If 'Yes' please provide details:

The East CA Business Plan completed in March 2006 provides clear evidence of need and demand for the services ECA provides.

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

All ECA members and users will benefit from this project. The 121 members currently using the Centre will benefit.

The continuation of this post over the gap funded period will ensure consistency of service for the community.

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

No

If 'Yes' please provide details :

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

No – whilst officers from the Community and Cultural Services directorate serve as advisors to the Management Committee support is not required.

3.13 Are any legal and other approvals required?

No

If 'Yes' 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

If yes, please describe how the project will comply with the Policy:

The project will provide a first point of contact and reception service for all activities delivered through the ECA. Demonstrated through current practice, this project will ensure that all

visitors of all race, gender, ethnic status or sexual orientation are welcomed to the Centre.

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 No

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

The project does not directly address ethnic issues, however, the project will enable the smooth delivery of a project benefiting ethnic minorities in partnership with the North East Refugee Service.

Gender Issues No

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

Disability Issues No

If yes, please provide details as to how the project is in line with the Disability Discrimination Act 1995

The project does not directly address disability issues, however, the project will ensure a consistent service to the users of the ECA – many of which are elderly and disabled.

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:

City Strategic Objective: **Improving Health and Social Care**

The project facilitates the delivery of services for the elderly and those isolated within communities. Through the 'Pop In' club and the bingo sessions, the ECA provides a valuable service to individuals in most need of support. Reflecting the City Objective of '*Working with communities and groups who experience higher levels of ill health to ensure we can respond in different ways which are most relevant to their needs*', the ECA provides valuable social contact and support for isolated and elderly residents which supports the area issue and local priority of '*Improved provision for older people*'.

City Strategic Objective: **Extending Cultural Opportunities**

The project offers opportunity for individuals and groups to access entertainment and activities. Within the City Objective of '*Delivery of ActiveCity*' the area issues and local priority is stated as '*Consideration of Transport Issues*'. It should be noted that the ECA is proactive in encouraging participation through its own transport facilities. A mini bus – with disabled access – transports residents to and from activities to ensure ease of access.

A further City Objective is to '*Increase creativity, education and participation and development of appropriate infrastructure*'. The Area Issue and Local Priority being to '*Encourage local people and groups to participate in local cultural services and provision*.' The project encourages members to take advantage of the activities on offer and through the

mini-bus and partnership working, is proactive in encouraging users that would not ordinarily be able to access such services.

City Strategic Objective: Creating Inclusive Communities

The project directly contributes to the full suite of strategic priorities and action points within this City Strategic Objective. Of particular note is the contribution this project will make in addressing the City Objectives: *Working Towards Social Inclusion* as all the activities delivered through the ECA seek to integrate communities. The ECA works in very close partnership with organisations such as the North East Refugee Service (NERS) and is currently taking forward a project to re-landscape the ECA grounds in partnership with the NERS and the Hendon Young People's Project amongst others. and ensure those in greatest need of support

The project clearly supports the city objective of: *Working Towards Community Cohesion* and also *Working Towards Active Citizenship* as the ECA has a strong team of dedicated volunteers who assist in delivering the activities from the Centre. Volunteers and members of ECA are also encouraged to take an active role in developing their communities through membership of the Management Committee and involvement in decision making processes. This Administrator provides essential support in organising and facilitating these meetings. The ECA therefore provides an excellent infrastructure to build capacity of the volunteers and the Management Committee.

The ECA project also contributes directly to the area issue and local priority of *Improvement to sport and leisure provision* through the delivery of leisure provision to those that have access to very few alternative leisure facilities.

In addition to that outlined above, it should be noted that if this project is supported, the ECA will be more likely to develop additional activity and services to contribute further to the Area Regeneration Framework Action Plan.

Without the capacity and experience of the Administrator, the development of future projects – such as the Healthy and Stronger Community Project to be funded by the Big Lottery Fund from October 2006 - may be delayed.

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 project will **safeguard 1 job** which contributes to the economic objectives within '*Creating a Prosperous City*'

The project will provide opportunity for **25 citizens to interact with people of different backgrounds** (through the re-landscaping of ECA grounds). This will contribute to the target stated in the Strategic Framework of *providing opportunities for citizens to interact with people of different ethnic backgrounds*.

Support **8 individuals from the community to actively participate** in decision making and the management of the ECA. As individuals to be supported are of retirement age, the individuals will be within the Framework's key target group of 'older people' This output will contribute to the target of *working towards active citizenship: developing the capacity of heard to engage groups*.

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

The project falls within the East Framework area only.

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The Administrator reports directly into the East Community Association Management Committee.

A nominated representative of the Management Committee has also been assigned to mentor and supervise the Administrator to ensure that there is an alternative channel through which any concerns or issues can be reported.

In addition, the Administrator has opportunity to provide input into the Employment sub-committee at which staff management and development issues are discussed.

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

There are no significant risks that may affect the timetable or delivery of this project.

If the Administrator currently in post elects to resign, the project would not realistically be completed. This, however, is highly unlikely given the commitment of the staff member, the promise of growth with future funding support in the pipeline and the short term period which this project will support.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£4,138

7.2 Indicate the type of funding requested: *(Please tick)*

Revenue]

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

The Service Level Agreement with Community and Cultural Services does not provide any funding for staff costs but does contribute to the overall running costs of the centre, to allow the continuation of the Pop-in and Bingo club.

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

Other funding sources such as Lloyd TSB and the Northern Rock Foundation were considered to support this funding gap, however, length of time taken to approve these funds make these options unviable.

Big Lottery Fund and Esmee Fairbairn Foundation have been approached for funding, however, due to length of application process and approval, this funding will not be available until late September/early October.

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

If this project is not supported, the East Community Association will lose an experienced and dedicated member of staff. The office will need to close and the ECA will suffer.

Financial implications will include:

Loss of room hire bookings: As no volunteer would be able to run the office and reception on a full time basis, it would not be possible to receive enquiries about room hire. Interested organisations and individuals wanting to hire the venue would therefore not be logged and addressed. Consequently, the ECA would have no/limited income from room bookings over this period.

Loss of revenue from mini bus and equipment hire: Similarly, it would not be possible to receive enquiries about mini bus hire or any other equipment hire. Interested organisations and individuals wanting to hire the mini bus would therefore not be dealt with. Consequently, the ECA would have no/limited income from mini bus hire over this period.

Loss of staff member which would also incur recruitment costs when Big Lottery Fund and Esmee Fairbairn Foundation projects start in Autumn.

Without the funding, the costs of running the ECA office would also be prohibitive, therefore even with some degree of volunteer support, costs incurred such as telephone, utility bills and office equipment would not be covered.

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

On completion of the three month SIB gap funding, the project will continue as part of two larger projects funded through Big Lottery Fund and Esmee Fairbairn Foundation funding (combined project costs totally over £300,000).

It is of note that the Esmee Fairbairn Foundation application includes support for a Business Development Co-ordinator who would be specifically tasked with developing sustainable income streams for the East CA such as Service Level Agreements, hire of mini bus and equipment.

It is the intention, therefore, that the Administrators post will ultimately be sustained through income generation.

7.7 Provide a profile of projected costs:

Funding Source	2004/05	2005/06	2006/07	Total Cost
SIB :				
East			£4,138	£4,138
Other Sources: SLA (see section 7.3)			£750	£750
Total Cost:			£4,888	£4,888

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:

Core Salary Costs:	£3,180
On Costs	£256
Office overheads	£602
Insurance Cover	£100
SLA (see section 7.3)	£750
TOTAL	£4,888

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.

As the funding sought is to provide support to continue an existing post, there will be no procurement or purchasing of services and equipment.

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):

A copy of the ECA Business Plan (completed in March 2006) will be made available at the meeting. This document evidences the demand and need for the services provided and shows the commitment of East Community Association to taking forward development and growth.

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: Shirley Waldron

Position in Organisation: Treasurer

Date: 1.6.05

SIB Resources Statement as at 3rd July 2006**Annex 2**

	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
		1,400.000	1,376.145	23.855
Total SIB Allocation Pre 2003/2004				
<u>2003/2004 Approvals</u>				
<u>Budget allocation</u>		200.000		
St John's & St Pats Rental	21.07.99		18	
EU Coordination 2003/2004	03.12.01		5.16	
Barnes Park 2003/04	17.05.02		7.5	
Hendon 2000 EU Match Funding	25.11.02		11	
St Luke's Shopping Area Improvements	03.02.03		12.5	
The Three L's Residents Association	03.02.03		2.036	
Eco Rangers Project 2003/2004	03.02.03		1	
Salisbury Street Remedial Works	03.02.03		50	
Old Sunderland Development Trust 2003/2004	03.02.03		15.5	
Lambton Street Fellowship Centre Refurbishment	31.03.03		3	
Into Work - Environmental Works	31.03.03		16.233	
Silksworth Sports Complex	31.03.03		2.5	
St Luke's Neighbourhood Project	31.03.03		25	
Donnison Building Restoration	31.03.03		6	
Community Fund for Ford & Pallion	30.06.03		12	
Commercial Road Youth & Community Project	30.06.03		4	
Who Am I?	29.09.03		1	
The Arts Included at Thornhill (TAIT)	02.02.04		10	
Returned Funding in 2003/2004				
Active Communities Dev Fund	(02.07.01)	3.530		
Donnison School	(02.07.01)	0.900		
Target Hardening Millfield	(05.02.01)	0.138		
Youth Review		2.517		
		207.085	202.429	4.656
Total Resources Available				28.511

SIB ARF Allocation : East

<u>2004/2005 Approvals</u>	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>Budget allocation</u>		200.000		
Who Am I?	29.09.03		12	
CCTV Operator Post	29.09.03		8.709	
European Package Development Phase 2	24.11.03		7.113	
The Arts Included at Thornhill (TAIT)	02.02.04		3	
Events Budget	29.03.04		10	
Eco Rangers	29.03.04		1	
Thornhill School Sports Facility Improvemer	29.03.04		7.905	
Pallion Action Group Youth Project	29.03.04		11	
The Donnison Restoration and Re-use	29.03.04		10	
Bridging The Gap	29.03.04		12.56	
Sunderland Support for Parents with Disabilities	29.03.04		2	
Development of Hydrotherapy Pool at Fulwell Day Centre	05.07.04		2.5	
Hendon/East End Management Study	04.10.04		30	
Sunderland East Sport & Leisure Forum	04.10.04		7	
City - Wide 5-a-Side Leagues Project	04.10.04		3	
Silksworth & Ryhope Health & Boxing Club - Weights Resistance Training Room	29.11.04		22	
Hylton Road Play Park Provision	29.11.04		5	
Sunderland Maritime Heritage - Church Street Set Up Fund	07.02.05		18.9	
Area Committee Marketing Project	07.02.05		4	
Community Environmental Educational Developments (CEED) - Greener Spaces - Gap Funding	07.02.05		11.605	
Sunniside CCTV Phase 2	07.02.05		7	
Pallion Youthie Project	07.02.05		4.7	
Ryhope Action Plan	07.02.05		40	
Music for All	11.04.05		4.969	
Returned Funding in 2004/2005				
Hendon Beach	(01.07.02)	15		
Hendon 2000 EU Match Funding	(25.11.02)	2.190		
Community Fund for Ford & Pallion	(30.06.03)	0.150		
Youth in Millfield	(29.03.04)	0.110		
		217.450	245.961	-28.511
Total Resources Available				0

SIB ARF Allocation : East

<u>2005/2006 Approvals</u>	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>Budget allocation</u>		227.293		
Who Am I?	29.09.03		7	
European Package Development Phase 2	24.11.03		7.367	
Ryhope Development Trust - Gap funding	29.11.04		23.5	
Commercial Road Youth & Community Project - Gap Funding	29.11.04		21.072	
ECO Rangers	07.02.05		1.5	
The ISIS Project - Complementary Health & Education Project	11.04.05		10	
Hendon Young People's Project	11.04.05		14.288	
Living History North East	11.04.05		6.860	
Old Sunderland Awareness Project	11.04.05		3	
Cry In the Dark	11.04.05		5.88	
Music for All	11.04.05		5.031	
Sunderland South Youth Strategy	11.04.05		7.026	
New Life for the Old Parish Church Sunderland	04.07.05		3.525	
Rhyme Around the Nursery Building Learning power within the local community - Richard Avenue Primary School	04.07.05		9.600	
Volunteer Outreach Project	04.07.05		3.333	
Participatory Budgeting - Back on the Map	04.07.05		20	
Physical Disabilities Alliance Project	03.10.05		2	
Horticultural Training Project	03.10.05		1.5	
People's Pedal Power	03.10.05		2.15	
Compass Community Transport	03.10.05		2	
Sunderland Training & Education Farm	03.10.05		1.5	
East Area Eastwise Pilot Project	28.11.05		11.325	
Sunderland Juvenile Service Project	28.11.05		9.6	
Grangetown Primary School Community Wing	28.11.05		7.717	
Construction Challenge Project	28.11.05		6.5	
Phoenix Project - Community Outreach Programme	28.11.05		6	
Millfield Community Environment Project	28.11.05		12.5	
Language Enrichment for All Project - Valley Road School	28.11.05		2.696	
East Events Budget	28.11.05		7.685	

SIB ARF Allocation : East

Eco Rangers	06.02.06	1.500
Barnes Café/ Craft Workshop Development	06.02.06	7.500
Living History North East - Finance Manager	06.02.06	14.581

Returned Funding in 2005/2006

Hendon Young People's Project	(11.04.05)	11.047	
Community Environmental Educational Developments (CEED)	(07.02.05)	6.985	
Environmental Works Pallion & Millfield	(04.10.04)	0.266	
Sunderland Support for Parents with Disabilities	(29.03.04)	0.830	
Sunderland Sport & Leisure Forum	(04.10.04)	1.383	
Old Sunderland Schools Awareness Project	(11.04.05)	0.266	
Physical Disabilities Alliance Project	(03.10.05)	0.666	
		248.736	248.736
			0
Total Resources Available			0

<u>2006/2007 Approvals</u>	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>Budget allocation</u>		227.293		
European Package Development Phase 2	24.11.03		5.707	
Construction Challenge Project	28.11.05		5	
Millfield Community Environment Project	28.11.05		12.5	
Language Enrichment for All Project - Valley Road School	28.11.05		13.481	
Living History North East - Finance Manager	06.02.06		18.538	
Outreach Welfare Rights Project	06.02.06		14.045	
A New Vision for Ryhope - Ryhope Development Trust	03.04.06		23.471	
People Builders Project - Sunderland	03.04.06		43.625	
Counselling Service	03.04.06		7.1	
East Events Budget	03.04.06			
Returned Funding 2006/2007		0.000		
		227.293	143.467	83.826
Total Resources Available				83.826

<u>Approvals subject to SIB Budget allocation for future years</u>				
<u>2007/2008 Approvals</u>	<u>Approval</u>	<u>Allocations £000's</u>	<u>Approvals £000's</u>	<u>Unallocated £000's</u>
A New Vision for Ryhope - Ryhope Development Trust	03.04.06		24.176	
People Builders Project - Sunderland Counselling Service	03.04.06		43.625	
			<hr/> 67.801 <hr/>	

STRATEGIC INITIATIVES BUDGET (SIB)
CRITERIA AND PROJECT GUIDELINES

1 ABOUT THE SIB FUND

1.1 SIB was established in 1996/7 to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area. Each Regeneration Framework area is currently allocated a minimum of £200,000 per year. Applications for funding are approved by the relevant Area Committee or Cabinet.

1.2 SIB is approved on an annual basis as part of the full Council budget process in February or March each year. It is possible that due to financial constraints in a particular year, the allocation may be reduced or withdrawn. Approvals from future years' SIB allocations are therefore subject to this budget process and cannot be guaranteed.

1.3 Applications therefore will only be approved for the current year unless exceptional circumstances can be established, such as the need to secure other funding over a period of time or enable the recruitment or retention of staff to proceed. Projects that apply for funding from future years' allocations do so at their own risk.

2 APPLYING FOR SIB

2.1 The Council's Development and Regeneration Directorate administers SIB through its Regeneration and Housing Service. Any project wishing to enquire about a possible application, or who have any queries regarding the process, should in the first instance, contact the relevant Area Regeneration Officer below :

Bill Blackett Sunderland East, and the Coalfields
Telephone 553 1162 Fax 553 1599
e-mail bill.blackett@sunderland.gov.uk

Karon Purvis Sunderland North, and Washington
Telephone 553 1214 Fax 553 1599
e-mail karon.purvis@sunderland.gov.uk

Richard Parry Sunderland South and Sunderland West
Telephone 553 1217 Fax 553 1599
e-mail richard.parry@sunderland.gov.uk

2.2 Once the suitability of the project has been established, an application form will be sent out electronically or by post accompanied by these guidelines, guidance notes for filling in the application form, and a copy

of the relevant Framework(s) and Action Plans. As a copy of the completed application form will be attached to a covering report as part of the Area Committee's agenda, we would appreciate it if the form could be returned electronically to the relevant Area Regeneration Officer at the appropriate e-mail address provided above. If this is not possible, a typed copy can be sent to the address shown on the covering letter. The covering letter will also provide the date of the next pre-agenda and the full Area Committee meetings, and the deadline for returning the completed application form.

- 2.3 Where an SIB application refers to inputs or support from other Council Directorates, either financial or otherwise, the Lead Agent should seek the agreement of the relevant Directorate. Agreement should be at the appropriate level within the Directorate and should be in place prior to the application being placed on the pre agenda. The appropriate Directorate contact name will be supplied and support or authorisation will be included in the application.
- 2.4 Where possible, a representative of the project must attend the pre agenda and the full Area Committee meetings in order to respond to any queries the Elected Members may have. Please note however, that attendees will not be expected to speak on behalf of the application but to respond to any questions there may be regarding the application
- 2.5 An application to the Area Committee should not be interpreted as a guarantee of its approval. The Committee reserves the right to defer or reject any submission on the basis of available SIB funding in the current financial year and the project's suitability in the light of Area Framework priorities and SIB criteria. However, it will make a decision at the meeting whether to grant the full amount being requested, make a contribution of a lesser amount, defer the request or refuse the application.

3. CRITERIA FOR ELIGIBILITY

- 3.1 SIB is intended to address the Area Regeneration Framework priorities, which are identified in the Action plan . Although an application does not need to address these priorities in order to receive approval, preference will be given to those proposals that clearly demonstrate a link with the Action Plan.
- 3.2 Applications should also demonstrate the potential benefits to local communities the proposed project would bring, and subsequently be able to provide evidence and statistics that can illustrate these benefits.
- 3.3 SIB is mainly intended for one off projects, capital expenditure and "pump priming" of new initiatives. Revenue support can be included in any application, but this will only be at the commencement of a new project or as "gap funding" to enable a project to continue while other funding is being sought. Ongoing or repeat revenue or maintenance

costs, such as electricity or rent, will not normally be considered for SIB funding.

- 3.4 A major aim of SIB is to attract other funding into the area. While the lack of other funding would not disqualify any application, priority is given to those projects that are seeking or have secured additional funding from other sources such as Single Regeneration Budget, Lottery, European funding, sponsorship or grants from charitable institutions.
- 3.5 Applicants are normally expected to make a contribution towards overall project costs, although this is not essential for SIB support to be considered.
- 3.6 Applications will normally only be approved for the current year unless exceptional circumstances can be established, such as the need to secure other funding or enabling the recruitment or retention of staff to proceed. In such cases, future years' allocations would therefore become 'active' once the full Council's budget for that year had been formally approved.
- 3.7 Any project applying for SIB funding must have a management committee, some form of written constitution and a dual signatory bank/building society account.

4 NON-ELIGIBILITY

- 4.1 Individuals or groups that are not formally constituted are ineligible for SIB funding.
- 4.2 SIB should not be used to finance projects that would normally be funded through other sources or to compensate for budget reductions in mainstream provision.
- 4.3 SIB cannot provide ongoing revenue or maintenance support to projects (see 3.3 above) or for payments for redundancy.
- 4.4 SIB cannot be used for activities of a political or exclusively religious nature.
- 4.5 SIB cannot be used to fund retrospectively i.e. for expenditure already incurred before the application has been approved.

5 APPROVAL AND PAYMENT

- 5.1 If the application is approved in full or in part, an offer letter confirming the allocation will be sent out to the nominated contact person within a week. Funding will only become available once the terms and conditions accompanying the offer letter have been signed and returned. ***These terms and conditions that accompany the offer letter should be***

read carefully, as this constitutes a contract between Sunderland City Council and the project.

- 5.2 The grant will not be released as a “lump sum”. Funding will be released to cover appropriate expenses as they occur and not in advance or anticipation of need. Relevant documentation (e.g. invoice, receipt) must be produced before payment is made.
- 5.3 There is not the facility to overspend on specific allocations. It is the project’s responsibility to have estimated the costs correctly, and the Council does not accept any liability should these estimates prove inaccurate or insufficient. Should the available funding prove inadequate to meet the project’s aims, it will be the project’s responsibility to seek additional funding. If this is not possible, the Lead Agent should seek advice from the relevant Area Regeneration Officer regarding the current status of their SIB allocation. Any project that exceeds the original allocation will be required to find the overspend from their own resources.

6 CONDITIONS

- 6.1 Projects must be managed in accordance with all appropriate statutory requirements and employment legislation and must not be conducted in any way as to bring Sunderland City Council into disrepute
- 6.2 **Purchasing / Procurement requirements**

The Council has a duty to ensure that, where it awards public monies to external organisations, value for money and probity is demonstrated as monies are expended.

Where any such monies are used to procure goods, materials, services or works the following procurement requirements must be applied.

Procurement up to £10,000

Records must be kept to demonstrate that value for money has been achieved, by keeping suitable records. For example, if all or part of a grant was to be used to purchase computer equipment it would be appropriate to contact at least four suppliers of the equipment concerned and ask for a price from each supplier. A note should be retained of the price and specification quoted in each case. If the supplier used is not the supplier quoting the lowest purchase price, a record should be kept with the quotes to explain why the chosen supplier was used. This would normally be on the grounds of quality. This process would also apply to suppliers of services. This process would also apply to suppliers of services, e.g. consultancy services for feasibility studies and for purchases classified as capital works.

Procurement Between £10,000 and £50,000

For procurement of this value, at least four written quotations must be obtained and kept for inspection from suitable contractors or suppliers. If less than four quotations are obtained (e.g. because the work is specialised) or considered the reason for this should also be recorded. Finally, if the supplier used is not the supplier quoting the lowest purchase price, a record should be kept with the quotes to explain why the chosen supplier was used.

Procurement Over £50,000

A formal tender process must be used for all procurement exceeding £50,000.

This means that at least six suitable contractors or suppliers should be invited to tender for the contract on the basis of a clear detailed specification. A deadline should be set for receipt of the tenders from those invited, and tenders received after the deadline should not be considered. Tenders received by the deadline should be opened together in the presence of at least two responsible people. The value of each tender should be recorded and the record signed by both persons present. If the supplier used did not tender the lowest price, a record should be kept to explain why the chosen supplier was used.

Potential conflicts of Interest

Any potential conflicts of interest (e.g. the supplier is a friend or relative of the person procuring the service, goods or works) should be declared and those affected should not participate in the procurement process or decision.

Retention of Records

Records of all of the above processes should be retained for a period of three years and must be available for inspection by representatives of the Council if required.

Failure to comply with any of the above conditions could result in clawback of monies and further claims or awards not being approved.

Please note: Projects will be required to submit all relevant documentation with regard to the appointment of a contractor or supplier with the first Quarterly Monitoring Return (or the most appropriate).

- 6.3 Projects are required to provide accurate and verifiable information for monitoring, evaluation and reporting purposes, and must fill in and return the quarterly monitoring return form that is sent requesting information on

projects' progress. Additionally, projects are subject to audit and monitoring throughout their duration by officers of the Development and Regeneration Directorate. Failure to return monitoring forms or comply with any other financial requests made may result in the remainder of the allocation being withheld or future applications being refused.

- 6.4 Once a project has used its full SIB allocation, projects will be required to submit a written report and attend a future Area Committee meeting to discuss the project's impact. Lead Agents will be informed of when this report and presentation will be required by the relevant Area Regeneration Officer.
- 6.5 It is the project's responsibility to keep the relevant Area Regeneration Officer informed of any changes that may affect its SIB allocation. In this respect it should be noted that:
- The normal practice will be to make SIB funding available for the period indicated in the funding profile in Section 7 of the application form. If funding is not claimed in accordance with the profile of projected costs in Section 7 of the application form or once the projected completion date has been reached, any unused allocation may be reclaimed, unless the project has indicated a reason for the delay and requested an extension to their funding period.
 - No project will be allowed to access SIB funding beyond 2 years from the date of the original offer letter, unless it has received approval for funding over several years. Beyond this period, any unused allocation will be returned to SIB and any project still requiring the funding would need to submit a new application.
 - SIB can only be used for the purposes outlined in section 3.4 and section 7 of the application form. If a project for any reason wishes to use their allocation for purposes other than the ones originally proposed, they would need either to return the unused allocation and submit a new proposal to the Area Committee or make a formal request to the Area Committee to vire the allocation.
- 6.6 The project should ensure that, wherever appropriate, publicity generated by the project acknowledges SIB support. It is a condition of SIB that any press releases be made via the SIB Marketing and Communications team (Tel 0191 553 1933). Please note that in cases where SIB has provided support for the feasibility stage of a capital build project, SIB support will need to be acknowledged on site billboards at the construction stage. The SIB logo can be obtained from the SIB Marketing and Communications team.

EAST SUNDERLAND AREA COMMITTEE

3rd JULY 2006

AMENDMENT TO AGENDA ITEM 10

**STRATEGIC INITIATIVES BUDGET (SIB): REGENERATION ISSUES
REPORT**

Report of the Director of Development and Regeneration

Amendments have been made as follows:

- Executive Summary Sheet (Amended item replaces page 47)
- Report – Main body (Amended item replaces pages 48 to 50)
- Annex 1 – No change
- Annex 2 – No change
- Annex 3 – No change
- Annex 4 – New item submitted

EAST AREA COMMITTEE MEETING 3rd JULY 2006 EXECUTIVE SUMMARY SHEET – PART I	
Title of Report: STRATEGIC INITIATIVES BUDGET (SIB): REGENERATION ISSUES REPORT	
Author(s): DIRECTOR OF DEVELOPMENT AND REGENERATION	
Purpose of Report: This report requests Area Committee consideration of proposals for the allocation of Strategic Initiatives Budget (SIB) to support new initiatives that will benefit the area.	
Description of Decision: The Committee is requested to approve: <ul style="list-style-type: none"> i) £15,000 from the 2006/7 budget, and £16,345 from the 2007/8 budget (subject to budget approval), as a contribution towards the 'Ryhope Customer Service Centre Training Room' project. ii) £3,120 from the 2006/7 budget as a contribution towards the City-wide, Sit 'n' 'b' Fit Limited, social enterprise led, 'Improving the health and independent living of Sunderland's older people' project. iii) £4,138 from the 2006/7 budget as gap funding support for the 'East CA Gap Funding' project. iv) Removal of conditions from £9,612 of SIB funding approved at the 3rd April East Area Committee meeting to support the Sunderland Counselling Service led 'People Builders' project. Funding was approved subject to Cabinet endorsement of the Business Plan and project funding being secured. 	
Is the decision consistent with the Budget/Policy Framework? Yes	
If not, Council approval is required to change the Budget/Policy Framework	
Suggested reason(s) for Decision: Each Regeneration Framework area has been allocated £200,000 per annum over the last eleven years from the Strategic Initiatives Budget to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area.	
Alternative options to be considered and recommended to be rejected: Each project is required to indicate what alternative options they have considered in section 7.4 of its application form, which is attached as Annex 1.	
Is this a "Key Decision" as defined in the Constitution? No	Relevant Review Committee: Regeneration Review Committee
Is it included in the Forward Plan? No	

EAST SUNDERLAND AREA COMMITTEE

3rd JULY 2006

STRATEGIC INITIATIVES BUDGET (SIB): REGENERATION ISSUES REPORT

Report of the Director of Development and Regeneration

1.0 Purpose Of The Report

1.1 This report outlines current expenditure from the Strategic Initiatives Budget (SIB) and applications for funding from this budget in order to support new initiatives, which will benefit the area.

2.0 Description of Decision (Recommendation)

2.1 The Committee is requested to approve the following:

- Funding to support proposals for new projects. Full applications are included in Annex 1.
- Removal of conditions from £9,612 of the SIB funding approved at the 3rd April East Area Committee meeting to support the Sunderland Counselling Service led 'People Builders' project. Details are included in Annex 4.

3.0 Background

3.1 Each Regeneration Framework area has been allocated a minimum budget of £200,000 per annum over the last eleven years. Over this period, therefore, the Framework area has been allocated £2,254,586 in this way.

3.2 Annex 2 gives a summary of allocations since its creation in 1996/7 and a full breakdown of individual projects since 2003/4.

4.0 Current Position

4.1 Following the last Committee meeting on 3rd April 2006, £143,467 was committed from the 2006/7 budget.

4.2 There are applications for funding at this Committee requesting a total of £22,258 from the 2006/7 budget, and £16,345 from the 2007/8 budget (subject to budget approval). Should the Committee grant all of these requests, £ 165,725 will be committed from the 2006/7 budget,

(leaving a balance of £61,568 to be allocated for 2006/7), and £84,146 will be committed from the 2007/8 budget (subject to budget approval).

5.0 Reasons for the Decision

- 5.1 SIB was established to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area. Applications for SIB funding should demonstrate the potential benefits to local communities the proposed project would bring, and subsequently be able to provide evidence and statistics that can illustrate these benefits.

6.0 Alternative Options

- 6.1 Each project is required to indicate what alternative options they have considered in section 7.4 of its application form, which is attached as Annex 1.

7.0 Relevant Consultations

7.1 Financial Implications

Each project is required to indicate what financial implications there may be in section 7.5 of its application form, which is attached as Annex 1.

7.2 Implications for Other Services

Each project is required to indicate what implications there may be for other services in section 3.11 of its application form, which is attached as Annex 1.

7.3 The Public

Each project is required to indicate what consultation it has undertaken and other documentary evidence it has to support its proposal in sections 3.8 and 3.9 of its application form, which is attached as Annex 1.

7.4 The Race Relations (Amendment) Act 2000 and the Councils Race Equality Scheme.

Each project is required to indicate whether it has an equal opportunities policy, or what measures it employs to address equal opportunity issues, in section 4 of its application form, which is attached as Annex 1.

7.5 Public Relations and Publicity

Each project is required to indicate how it will promote SIB via project publicity in Section 3.7 of the application form. The Marketing and Communications Co-ordinator for the City of Sunderland Council implements the publicity and public relations schedule on behalf of the Area Committee.

8.0 List of Appendices

- 8.1 Annex 1. Proposals to this Area Committee meeting for SIB funding
- 8.2 Annex 2 Summary of SIB allocations since 1996/7 and a full breakdown of projects since 2003/4
- 8.3 Annex 3 SIB Criteria and Project Guidelines
- 8.4 Annex 4 People's Builders application, as approved at 3rd April 2006, plus request to remove conditions from £9,612 of the approved funding.

9.0 Background Papers

- 9.1 Strategic Initiatives Budget (SIB) : Regeneration Issues Reports to previous Area Committees
- 9.2 Regeneration Framework Files East Sunderland

East Sunderland Area Committee – 3rd July 2006

People Builders

Request for removal of conditions from £9,612 of the SIB funding approved at the 3rd April East Area Committee meeting to support the Sunderland Counselling Service led 'People Builders' project.

1. SIB funding of £87,250 has already been approved by the April meeting of the East Area Committee. subject to Cabinet support being obtained and project funding being secured. The majority of this (£82,250) is to fund North East Civic Trust (NECT) technical support.
2. During the period April to June 2006, NECT technical support has been funded by £9,612 Neighbourhood Renewal Funding (NRF), released to Sunderland Counselling Services (SCS – the project lead organisation) under NRF delegated powers.
3. There is currently no funding in place for the NECT technical support from July to September. It was originally intended that SIB would fund this, via an element of the approved SIB grant being released without conditions to enable NECT support from April to September. However, the decision was taken to use NRF to fund this element instead, in order to safeguard the Council's SIB.
4. As stated above NRF funded the NECT support during the period April to June 2006. However, the maximum amount that can be approved under delegation is £10,000, and this can only be offered on a one-off basis. NRF has therefore only been able to fund NECT support for a three month period, rather than the six months required.
5. The SCS Business Plan is now available and has recently been circulated to appropriate Officers for comment. If the Business Plan is acceptable, Development and Regeneration will seek Executive Management Team (EMT) and Cabinet endorsement of SCS as the preferred developer. A report to is likely to be presented to the September Cabinet meeting.
6. The technical expertise provided by the NECT is important to the scheme. As a listed building the former Orphanage is the responsibility of the City Council. As it is in a poor state of repair, NECT funding will facilitate the development of the scheme and help to expedite the process. Continued input from the NECT at this stage may well reduce the overall cost liability to the Council.

7. SCS have recently met with Back on the Map (BotM) and feel very positive that BotM will fund the next stage of development in relation to the advance works and scheme design. However if BotM funding is granted, these elements of the works will be dependent upon funding for the NECT technical support being in place.
8. If funding is not made available from now until the Cabinet can make a decision (September seems likely), then scheme works will be halted. For the advance works and scheme design to commence, NECT input is essential. SCS are aiming for advance and scheme design elements of the works to commence in Autumn 2006. If this deadline is missed it will impact on the funding of the scheme, as costs are likely to increase, due to both cost inflation and further deterioration of the building. This will present a significant risk to the overall scheme.
9. SIB funding of £87,250 has already been approved by the April meeting of the East Area Committee subject to Cabinet support being obtained and project funding being secured. In order to safeguard the scheme, due to a lack of any obvious sources of funding for the NECT technical support during the period July to September 2006, the East Area Committee is requested to release £9,612 of the total SIB grant, without conditions, to fund the necessary NECT technical support.
10. A copy of the application presented to and agreed by the 3rd April East Area Committee meeting is attached for information.

The Area Committee is therefore requested to release £9,612 of the total SIB grant already awarded without conditions.

BB / 29.6.06

'People Builders' application

Approved at East Sunderland Area Committee meeting of 3rd April 2006

SIB Requested: £87,250

Section 1: Application Requirements

1.1: 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.

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

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. Dates and Venues of future meetings are provided as supporting information.

1.2 Which Area Regeneration Framework(s) does the 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 Counselling Service

2.2 Address of Lead Organisation / Group:
Floor 2, Angel House, Borough Road, Sunderland.

2.3 Contact Name for Project:
Yvonne Walker

2.4 Position in Organisation:
Service Manager

2.5 Tel. Number:
0191 514 7007

2.6 Fax Number:

2.7 E-mail Address:
walkeryvonne@aol.com

2.8 Day to Day Contact Name / Details (if different to 2.3 above): As Above	
2.9 Legal Status of Organisation: Charity limited by guarantee Company No: 3315039	2.10 Registered Charity Number (if applicable): 701410
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 If 'Yes' please provide details: £5,500 for business plan development of this project	
2.13 Are any trustees / members of the organisation employed by the City Council? No	

Section 3 : Project Details

3.1 Project Title: (Please re-state title as per front sheet)

People Builders

3.2 Project Start Date:

April 2006

3.3 Project End Date:

September 2008

3.4 Please describe the project:

The project is to provide specialist technical consultancy and support for the overall project, which has been developed as an end result of a Feasibility Study commissioned in April 2002 by the City Council for the North of England Civic Trust (NECT) to explore the rational and potential cost of refurbishing and refitting the Former Orphanage located in the east end of the City and identify with other stakeholders an end use for the building. The end use that was identified by all stakeholders was a service in urgent need of suitable premises that fits with the preferences of the City Council and the community. Sunderland Counselling Services (SCS) was approached with the view of taking this proposal forward.

From this point SCS have been working vigorously to ensure the stability of the organisation and are currently engaged in a single application bid for a 'Futurebuilders' flagship project for funding to develop and sustain the services they provide to the people of the City of Sunderland.

Working in partnership with the NECT, the East End Network, Living History and Maritime History, City of Sunderland Council and statutory and voluntary sector colleagues, the project involves the repair and refurbishment of the former Orphanage located in the East End of the City. This project will result in increasing the capacity of SCS to meet the demand for their service and breathe life back into a listed building that is a local landmark, while improving access to a much needed local service for which a high level of demand exists. This

proposal includes creating a centre for Living History and Maritime Heritage that will tell the story of the building and surrounding area, reflecting/linking in with the East End Networks plan to link together local historical buildings with a 'blue' walk. The scheme proposes four zones of lettable accommodation. It is proposed that these will be used as areas for delivering Counselling and other therapeutic activities, halls for education as part of the living history project in the area, conferencing, local events, meetings and training, a Living History/Maritime Centre, a period coffee shop and a sensory garden. The layout provides flexibility of occupancy for a range of users and uses.

This project will bring back into use a derelict building that currently is serving no purpose other than to stand as an ailing monument to times past, attracting vandalism and providing a haven for drug users. The building is at the heart of the community and the community strongly support this proposal, as for many it acts as a symbol of hope and opportunity in what was once an aspiring maritime town and which is now a City undergoing major transformation.

This project will inspire the regeneration of the East End, linking into current and proposed proposals to rejuvenate the area, concentrating on its history and the encouragement of the tourist industry that will contribute to the local economy.

The former Orphanage has been left in Trust to the City and can be assigned to a tenant that they feel will use the building in a method that benefits the community. SCS vision aligns with that of the original benefactors of the former Orphanage and they are convinced of the potential benefits to themselves, their clients and the City Council. Sunderland City Council have identified SCS as their preferred developer and the project is recognised by the Local Strategic Partnership Board and Back on the Map. The project has received funding from Business Link, from the East Area Events budget (as emergency funding to develop the Business Plan), and is actively seeking funding from NRF, THI (Heritage), and ERDF. There are no other pots of funding available at present to fund this element of essential work.

A Business Plan is currently been developed and this is expected to be available by May 2006, after which it will be assessed by the City Council's Development and Regeneration Directorate. From this assessment a report will be presented to Cabinet later in the year.

SCS is seeking a total of £87,250 of SIB support. The bulk of this (£82,250), will be used to finance North East Civic Trust (NECT) fees for specialist technical consultancy and support over a 2-year period. This assistance is crucial to the development and delivery of this project due to the building being listed. The balance of £5,000 would be used to match Business Link funds to market the project.

SCS recognise that the East Area Committee could not commit the whole

amount of £87,250, without:

- a) The outcomes of the Business Plan being assessed, and Cabinet support for the scheme being granted; and
- b) Match funding being secured for the scheme.

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

The work of SCS supports the key targets within the Sunderland Strategy and emerging Local Area Agreement, by supporting people who have suffered, or are suffering from emotional or mental distress as a result of bereavement, loss (in the wider sense), physical or sexual abuse, domestic violence, family breakdown or bullying.

Early intervention from SCS tackles the root causes of many of the key target areas:

- Health - providing access and a pathway to counselling services for children through to older people offers an early intervention strategy that can prevent bullying in or outside schools leading to more serious situations, teenage pregnancies, drug/alcohol addictions, eating disorders including obesity, and other mental health issues for adults, resulting in reductions in mental health in the community.
- Safer Sunderland - domestic violence
The importance and value in terms of the benefits of early intervention for the family and community are often indeterminable. By breaking the cycle of abuse, early Intervention can have a positive impact on educational achievement and youth offending i.e. victims becoming perpetrators and also on the ability of people taking up employment, training and volunteer opportunities.
- Inclusive Communities - Supporting people to provide intervention to facilitate and encourage a positive way forward that results in active citizenship and reintegration into society, economically, socially and politically. The result from this will be an increase in Social Capital through volunteering and a valuable contribution to the local economy.
- Learning - Intervention of this nature contributes to academic achievement of children, young adults, people entering into further education or life long learning, take up of further education, training, and work or volunteering positions that lead to actively competing in the labour market and taking up employment.

Description of Organisation:

SCS has been providing support to the people of the City of Sunderland for twenty-three years through the provision of individual and group counselling, training, volunteering and consultancy.

SCS delivers seven discrete projects:

1. Care Line - A pre-planned system of short, medium and long-term social and psychological support for disaster victims operating in the Tyne & Wear area.
2. Caring Together Making a Difference - Provide complementary therapies for people living with life limiting/life threatening illnesses and their carers.
4. Caring Together Making a Difference Crisis Counselling - Counselling services for those living with cancer and other life threatening illness, either centre based or in their own homes.
5. Children's and Young People's Service - Individual counselling and group support in bereavement, grief and loss; family breakdown; and bullying.
6. Counselling for Life Limited - A dedicated service for children affected by life limiting/life threatening illness and the families who provide their care.
7. Advocacy - Advocacy support with on going casework that is unique and extremely valuable to adults who have a learning disability and who may be suffering or are suffering abuse, enabling them to deal with every day situations and play an active role in the community.

In addition to the specific services set out above the, charity provides a core service that is regarded as an unrestricted fund covering general counselling, specific counselling, consultancy and training.

These services enable people to cope with the 'hurt' and feel able to move on and make a difference to their own lives and often the lives of others and the community.

The Service provision has been in great demand. Feedback from service users and referring organisations including Social Services is that the Service is meeting the needs of those who access it, while highlighting the need to increase service provision and reduce waiting times.

Due to the marked increase in referrals and understanding the future demand for the Service must be met within acceptable timescales, there is a need to seek out and acquire more spacious and appropriate accommodation. The review of the Charities Aid Foundation in April 2003 identified this and confirmed

its importance as a strategic objective for SCS to maintain and develop its services to the community to meet the demand.

The services that SCS currently provides will be complemented by the project. It will enable SCS to build on their current annual revenue of £350,000 that provides services to the City, will help to inspire the regeneration of the East End, by attracting to the City £2 million in capital monies to improve the environment. This will help to rejuvenate the area, encourage the tourist industry and so contribute to the local economy.

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 [X]
- d) A gap in funding will be filled pending other funding being secured []
- e) Other reason [X]

Please explain your answer:

The funding will pay the fees of the NECT whose technical support and assistance is crucial to this project to ensure a successful outcome. This funding will also cover marketing that is essential to raise the profile of the East End of Sunderland and this 'flagship' project.

3.7 How will you publicise that you have received support from SIB?

(Please refer to Section 3 of the guidance notes)

SIB will be publicised via the SIB funded Area Marketing project. SIB support will be publicised on all documentation and publicity material relating to the project.

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

Yes

If 'Yes' please provide details:

The City of Sunderland commissioned the NECT feasibility study. This involved wide consultation with the East End community. SCS has worked proactively with the East End Network and Committee, the community and other agencies active in the area.

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

Yes

If 'Yes' please provide details:

North of England Civic Trust 'feasibility study' April 2002/Back on the Map Strategies/East End Area Regeneration Framework/City Sunderland Strategy/University of Durham report of May 2002 for STPCT 'Profile of Mental

Health Need/The National Service Framework for Mental Health – September 1999/SCS statistics.

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

The community of the East End of Sunderland and the City as a whole will benefit, by creating a flagship project that will raise the profile of the East End of Sunderland and send a positive message throughout the city and to the wider public about the area, improved access to an essential service; regeneration of a historical derelict building and brown field site; kick starting tourism; creation of community business opportunities; creation of apprenticeship opportunities in 'shipbuilding', that will encourage new businesses and overall improve and contribute to the economic prosperity of the area.

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

The project will save money for the City Council by helping to bring back into use a building that currently costs the City Council to secure. It will also contribute to the regeneration of the Area.

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

Yes

If 'Yes' please provide details:

A Business Plan is currently been developed and this is expected to be available by May 2006, after which it will be assessed by the City Council's Development and Regeneration Directorate. From this assessment a report will be presented to Cabinet later in the year.

Sunderland City Council have identified SCS as their preferred developer and the project is recognised by the Local Strategic Partnership Board and Back on the Map.

3.13 Are any legal and other approvals required?

Yes

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

Listed Building Consent, this will be applied for by Property Services and is expected to be secured by Summer 2006.

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?

Yes

If yes, please describe how the project will comply with the Policy:

Through written policies and procedures that are introduced during the induction of volunteer and paid staff, displayed in the Service waiting areas and copies of

which are supplied to service users, other professionals and our commissioning bodies on request. Regular monitoring carried out using service user referral information, partner agencies and volunteer/staff feedback.

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

Ethnic Issues No

Gender Issues No

Disability Issues No

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 Area Regeneration Framework Action Plan Strategic Priorities will be addressed through the use of SIB.

Extending Cultural Opportunities:

Sense of Place:

- ❖ Bringing back into use a derelict heritage building
- ❖ Create a cultural resource
- ❖ Contribute to themed walks
- ❖ Contributing to a multi partnership co-ordinated approach to marketing cultural activities and venues
- ❖ Contributing to regeneration through cultural events and tourism

Activity:

- ❖ Work with partners to create 'activity' and 'educational' pursuits
- ❖ Provide a service that assists to address barriers to participation

Promoting Well-being:

- ❖ Impact on the 'mental health' of the community
- ❖ Promote and deliver, education, training and active citizenship

Creativity:

- ❖ Enhance and develop an existing 'health' service and potential cultural facility that will impact at international, national, regional, sub-regional and community levels
- ❖ Use of vacant space

Ensuring a Sense of Place:

- ❖ Implement a targeted 'East' publicity strategy for the project

- ❖ Organise publicity events that will raise the profile of the heritage of the area and increase external funders knowledge of the area and increase potential funding opportunities
- ❖ Show case events organised
- ❖ Web site to market the proposal and link to city and area web site
- ❖ Development of imaginative 'hooks' to engage with the community and raise the profile of the project

Delivery of 'Active city'

- ❖ Development of a key facility to contribute to local heritage, community group activities and education
- ❖ Support and enhancement to other local facilities and activities
- ❖ Contribute a tourist facility with period 'coffee' house to potential blue walk/cycle route

Promoting Wellness and tackling issues of poor health:

- ❖ Service provided by SCS will address the mental health issues of the community and impacts on breaking the cycle of poor parenting

Increased creativity, education, participation and development of appropriate infrastructure:

- ❖ Develop 'Friends' of The Former Orphanage and SCS
- ❖ Promote community enterprise
- ❖ Develop a facility on a key local site

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).

- ❖ Development/regeneration of a key local site
- ❖ A unique grade 2 listed building brought back into use
- ❖ Regeneration of a derelict brown field site, improving the immediate environment and internal/external perceptions of the area
- ❖ Contributing to the economic regeneration of the area and community
- ❖ Improved and increased service provision; in excess of 1500 individuals and their families benefited from the Service last year. Statistical information is currently demonstrating an average of 15% increase in referrals each year. Improved and increased accommodation and the planned increased service provision will enable the Service to reduce waiting times, address the need for more specialised provision and afford access to those who would otherwise be precluded through limited accommodation and service provision. Already delivering a service, successful completion of this project would in capacity building the Service, enable the Service to capacity build individuals, families and the community through the:
 - ❖ Generation of employment, training and volunteering opportunities
 - ❖ Empowering of local people to become actively involved in decision making

thereby creating active citizenship

- ❖ Improving the quality of life and promoting independence
- ❖ Improving the quality of life for people suffering or having suffered from childhood and/or adult abuse
- ❖ Impacting on/improving the level of the communities mental health
- ❖ Impacting on health inequalities, addressing eating disorders including obesity and mortality rates
- ❖ Impacting on teenage pregnancies and contributing to a reduction
- ❖ Impacting on educational attainment and contributing to an improvement
- ❖ Impacting on school absence
- ❖ Reduce bullying
- ❖ Reduce domestic violence
- ❖ Reduce/address offending behaviour/anti-social behaviour
- ❖ Reduce/address harm and miss-use of alcohol and drugs

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:

A steering group will be established to oversee the development and delivery of all elements of the project. The steering group will be made up of a senior member of SCS Trustees and the Service Manager, the Project Manager, the North of England Civic Trust, the local community, a member of the East End Committee, the Local Authority, Property Services, local law firm and a senior member of the City's marketing team, private marketing firm. The day-to-day responsibility for the development and delivery of the project will be by the Project Manager who will co-ordinate the project. The Project Manager will report to the SCS Service Manager and both will co-ordinate and report to the steering group on a monthly basis.

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

See attached risk assessment

Section 7: Financial Information

7.1 How much SIB funding is requested?

£87,250 in total.

Total costs will cover:

NECT Fees for Specialist Technical Consultancy and Support over a 2-year

period. This assistance is crucial to the development and delivery of this project due to the building to be redeveloped being listed.

Project Development

The two stages of the project will be **Project Development** (up to confirmation of capital funding to enable the project works to proceed) and **Project Delivery** (works on site, commissioning, defects period).

Stage 1: Project Development

From April 06 up to having funding in place to pay for the resources to undertake the Project Development. It does assume recruitment (by advertising if necessary) of a Project Development Manager/ Co-ordinator

Stage 2: Project Development

From appointment up to confirmation of capital funding to enable works to proceed

On a project of this scale, with issues of acquisition (even by lease), site access and management (community centre), funding, relationships (Back on the Map, Council), THI programme (fixed funding period and criteria), Project Development is almost more important than delivery. This would cover all project development in this stage ('Stage 2') and subsequent Project Delivery, right up to the end of the 'Defects Liability Period' (usually 1 year after completion). NECT suggest you should plan for, **£447 per day x 2 days per week x 46 weeks (year 1) = £41,125**

Project Delivery

A budget of £41,000 should be allowed for time costs for Project Delivery. This only relates to the capital project, not organisational planning or the lease, etc. NECT advise **£447 x 2 days per week x 46 weeks (year 2) = £41,125** with more intense periods if NECT were to support with organisational planning and the lease.

The funding required for this technical consultancy/support is £82,250 over a 2-year period.

Funding to cover this cost is requested from SIB.

This project will result in additional jobs being created, the long-term sustainability of the organisation being secured and the creating of opportunities for community businesses to be developed.

Marketing:

The marketing campaign will consist of the kind of publicity material that will be

required to effectively present the case. It is important to make sure the campaign materials contain personal stories that will draw the reader in as well as a rational explanation of why this campaign is needed. Working with the community, Living History and the Maritime Heritage, the proposal will have access to some dramatic photographs, along with plans for the building and other graphics that illustrate the project. It is intended to link with the BBC to sell the benefits to them that this proposal is ideal for them to follow as part of their local history series. To deliver local based events to funders and potential sponsors of the proposal including a high profile capital campaign led by Denise Robinson a patron of SCS and celebrity from 'This Morning' on ITV and it is hoped a high profile opening ceremony by HM Queen Elizabeth. The marketing plan gives additional detail to these elements.

Typical campaign materials:

- ❖ Grant Applications
- ❖ Individual donor proposals
- ❖ Brochures
- ❖ Pledge cards and letters of intent
- ❖ Letterhead and envelopes
- ❖ Response envelopes
- ❖ Website
- ❖ Graphic design/tour of the proposal
- ❖ On-going dvd diary of progress
- ❖ Press Releases
- ❖ Campaign Newsletter
- ❖ Speeches
- ❖ Fact Sheets
- ❖ Question and answer sheets
- ❖ Volunteer training materials
- ❖ Solicitation letters
- ❖ Phone Scripts
- ❖ Named gift opportunities forms
- ❖ Friends of 'People Builders'

The budget set to cover this work over a 2-year period is £20,000 per year giving a total budget of £40,000.

Business Link will cover £35,000 of this cost, with the balance of £5,000 being requested from SIB.

In addition SCS have an application for £100,000 NRF support to cover general project management costs (non specialist) awaiting approval in April 2006. Should SCS require initial funding to meet immediate costs of project management prior to Cabinet approval of the business plan and

match funding being in place, then this will be met from the NRF funding up to a maximum of £20,562

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

Capital Revenue Both

Note that whilst Marketing and Technical support are revenue activities, as a whole this is a major capital development.

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

Funding has been requested from Business Link to support 42.6% of the fees for the NECT over the 2year period.

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

There are no other pots of funding available to cover the cost of fees at this point for the project to progress to the next stage of the proposal. With the fees for the NECT and funding to cover marketing in place, it will put the project in a strong position to fully maximise capital funding opportunities in the new financial year and deliver this project without further substantial delays and adding major risk to the delivery of this proposal.

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

The financial implications are if SIB funding is not agreed that the project is delayed and costs rise and SCS may not meet the deadlines in place. Both of these factors will seriously put the proposal at risk.

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

The building will be sustained through the current revenue of SCS and the increased revenue a facility of this standard will enable them to develop and achieve.

7.7 Provide a profile of projected costs☺

Funding Source	2006/07	2007/08		Total Cost
SIB:				
East	43,625	43,625		87,250
Other Sources: (Please state)				
1) Business Link	17,500	17,500		£35,000
2) NRF	100,000	0		£100,000
Total Cost:	161,125	61,125		222,250

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

N/A

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

North of England Civic Trust Fees £82,250 (£41,125 per year)

Marketing Budget £40,000 (£20,000 per year)

NRF Overall Project Management (£100,000)

SIB is requested to cover the NECT Fees (£82,250) plus £5,000 towards the Marketing Budget

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.

Whilst the City Council's purchasing and procurement requirements will be adhered to, in this case the NECT has consulted on this proposal since 2002 and are essential to its success. SIB funding will enable this partnership to continue and progress this proposal.

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):

See Risk Assessment below

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: Yvonne Walker

Position in Organisation: Service Manager

Date: 8th March 2006

Risk Assessment

The project management team will be monitoring the risks to the project on a regular basis as the proposal develops. Where areas of major risk have been identified, the team will ensure that action is taken to mitigate the risk. Whilst these actions will not entirely eliminate risk, they may reduce it to an acceptable level. It may be that in the course of this risk mitigation, some areas of control may be identified as being disproportionately expensive or time-consuming relative to the risk they set up to reduce. In cases such as this monitoring may be put in place but no action taken. The cost of reducing a risk should be proportional to its relative impact on the project.

'Residual risk' may remain after all mitigating actions have been taken. The project management team and the Trustees of SCS would be aware of these risks that may be high impact but have a low possibility of occurrence.

Clarification on identified risks:

Capital costs

Given that the building is listed, a ten per cent increase in the capital costs of refurbishing the Former Orphanage is possible. Additionally, building costs are rising in the order of seven per cent per annum. The costs of the key aspects of the proposed project have been prepared by the City of Sunderland Quantity Surveyors based on projected costs for work starting around the first quarter of 2007. However, the complications inherent in attracting funding and relevant site permissions might introduce delays which the contingency should cover, but for which costs have not been re-forecast.

Timescales

There is a long lead in time on any capital project that needs a funding package to be pulled together. This can mean lost opportunities or costs exceeding budget. The ideal situation is to have in-principle agreements to support the project up to certain limits, from the potential funders (or at least some of them). Listed building consent may not be secured quickly since the Council is an interested party and may have to refer the decision to the secretary of State. Any delay would have a knock-on effect on capital costs.

Management expertise

SCS do not have any direct experience of managing such a big property project and its associated risks. Therefore an agreement will be put in place with the North of England Civic Trust and a Project Manager will be employed with the clerical assistance necessary to manage a large capital campaign.

Cash flow

Many grants are usually paid in arrears on a quarterly basis. The organisations could potentially face a working capital requirement in excess of £500,000 if the funders work in this way. Unless the funding is secured entirely up-front, or up-front in batches, or a third party acts as the lead agent in relation to the cash flow, there will be implications to the cash flow of the project. Discussions are taking place with a number of partners who may be willing to undertake this role.

Project development costs

Funding is being sort in advance to cover the costs of contract with the North of England Civic Trust, the appointment of a Project Manager, clerical assistance and other identified development costs.

The Funding Package

The former Orphanage project requires substantial capital funding. A number of funders will have to be approached and a package of finance assembled. Inevitably, there is a risk that funders will not find the project attractive and that adequate finance will not be obtained.

VAT

The VAT situation is complex as SCS who is a registered charity is aware of. The situation will be especially tricky as a listed building is involved. Expert advice will be required as to what costs can be reclaimed or are exempt and which must be covered in a funding application; otherwise additional funding will have to be obtained to cover these costs.

East End Community Centre

All proposed works are open to negotiation and consultation to meet the objectives of interested bodies such as the City Council, the Community Association that currently occupies part of the site, and English Heritage. However, as it stands, the proposal involves a combination of careful restoration and refurbishment of the original building with potential selective demolition of later, inappropriate annexes if necessary. This building work may impact upon the existing Community Centre. However, the Centre Manager is being kept informed of the People Builders interest in the Orphanage and, should the bid be approved, the Community Association will have a say in which of several options for harmonious co-existence they wish to pursue. These options would include: incorporating the Community Centre within the Orphanage; providing the Centre with its own entrance or, in the future incorporating the Community Centre as

part of a phase two of the development that would be a new build (an option that has not been explored in detail, and which would have capital cost implications, but would open up other revenue generation opportunities).

Integration with the local community

SCS are very involved in social issues, and are very much aware of sensitivities surrounding the redevelopment and regeneration of the East End and Hendon areas of Sunderland, and the former Orphanage site in particular.

There is an acknowledged danger that if the Former Orphanage project is imposed on the area without adequate consultation then implementation of the project may suffer. SCS are prepared to go through appropriate consultation processes.

Contingency Planning

The risk assessment raises the issues of contingency risk, both in development and operation.

Rescue from dereliction rarely comes without some degree of abnormal or even unplanned costs. Operation of a facility potentially capable of generating only marginal surpluses, or known from experiences elsewhere to be likely to run at a loss, requires contingency planning. This will take the form of working closely with the City Council and local regeneration initiatives, establishing an ongoing funding strategy that will incorporate, high profile marketing of the project, establishing 'Friends of the Former Orphanage' that will continually assist and contribute to the sustainability of the proposal. This will address the potential risks of cash flow, meeting sudden additional costs, replacing unsuccessful funding bids, or financing development.

1. Development

Nature of Risk	Probability of Risk	Potential Result	How Risk will be minimised
Capital Costs Increasing before project start – possibility of up to a 10% increase	High	Insufficient funding	Continual monitoring of costs Discussions with funders to make them aware of Risk and possibility of additional funding request Identifying additional funding Ongoing public capital

			appeal Contingency funding in place
Timescale	Medium	Affect on capital costs	Put in place in principle agreement with funders To support project up to certain limits
Management expertise	Low	Reliance on bought-in Expertise	Contract with North of England Civic Trust Project Manager recruited
Listed Building Consent May have to refer decision to Secretary of State	Low	Project Delayed	Council interested Party will move decision on
Project Development costs	Low	Insufficient funding to Buy in consultants Assistance	Funding put in place in advance
Funding Package	Low	Insufficient funding to Complete project	Unity Trust bank interested in supporting project
Cash Flow	Low	Interest payments – Resulting in increased costs	Third party to act as lead agent to support cash flow Funding secured up-front or in batches
VAT	Low	Increased costs VAT element unrecoverable	Third party lead agent Expert advice on reclaimable costs and/or exempt Costs
East End Community Centre	Low	Lack of local support	Centre manager fully aware of and involved in Development of project
Integration with local community	Low	Implementation affected	On-going consultation and briefing of Community

2. Ownership

Nature of Risk	Probability of Risk	Potential Result	How the risk will be minimised
Lease on Orphanage site not agreed	Low	Project would not move forward	Agreement in principle in place
Legal Structure – management of building	Low	Lease not agreed Occupants feeling disadvantaged	Establish property trust

3. Operation

Nature of Risk	Probability of Risk	Potential Result	How the risk will be minimised
Revenue Costs	Low	Insufficient funding to cover running and Maintenance of building	SCS current revenue expenditure will cover Utility cost attributed to building Community Businesses established – rental of Space Other agencies using building/facilities rental Income Facilities Manager in place with fund raising remit
Management of Building	Low	Optimum use of facility not achieved	Facilities Manager in place

EAST SUNDERLAND AREA COMMITTEE MEETING 3 rd July, 2006	
Title of Report: STRATEGIC INITIATIVES BUDGET : 2006/07 WARD BASED COMMUNITY CHEST	
Author(s): Director of Development and Regeneration	
Purpose of Report: The purpose of this report is to bring forward 12 recommendations relating to the 2006/07 Community Chest Scheme.	
Description of Decision: The Committee is requested to: i. approve all 12 proposals for support from the 2006/07 Community Chest as detailed in Annex 1	
Is the decision consistent with the Budget/Policy Framework? *Yes	
If not, Council approval is required to change the Budget/Policy Framework	
Suggested reason(s) for Decision: The Community Chest forms part of the Strategic Initiatives Budget and that £250,000 is available for the scheme in 2006/2007, £10,000 for each Ward. This scheme is operated under Section 137 of the Local Government Act 1972.	
Alternative options to be considered and recommended to be rejected: The circumstances are such that there are no realistic alternatives that could be considered.	
Is this a "Key Decision" as defined in the Constitution? No	Relevant Review Committee:
Is it included in the Forward Plan? No	Regeneration and Community Review Committee

**STRATEGIC INITIATIVES BUDGET :
2006/2007 WARD-BASED COMMUNITY CHEST**

Report of the Director of Development and Regeneration

1.0 Purpose of the Report

1.1 The purpose of this report is to bring forward 12 recommendations relating to the 2006/2007 Community Chest Scheme.

2.0 Description of Decision

2.1 The Committee is requested to approve all 12 proposals for support from the 2006/07 Community Chest as detailed in Annex I.

3.0 Background

3.1 The Committee will be aware that the Community Chest forms part of the Strategic Initiatives Budget and that £250,000 is available for the scheme in 2006/2007, £10,000 for each Ward. This scheme is operated under Section 137 of the Local Government Act.

4.0 Reason for Decision

4.1 Community Chest support is given to projects which clearly demonstrate that they will address identified local needs, as detailed in Area Regeneration Frameworks, normally providing genuine community benefit and which can subsequently provide evidence/measurement of success in this respect.

5.0 Alternative Options

5.1 The circumstances are such that there are no realistic alternatives that could be considered.

6.0 Relevant Consultation

6.1 Members have been consulted on all applications for Community Chest support.

6.2 The City Treasurer has been consulted on this report, all costs associated with developing Community Chest applications are resourced by the Strategic Initiatives Budget admin fee.

6.3 Residents have been consulted about the priorities in the Area Regeneration Frameworks Community Chest grants support these identified priorities.

7.0 Background Papers

7.1 The following background papers were used:

- Community Chest Application Forms
- Schedule of projects circulated at the panel meeting held on 19th June, 2006.

COMMUNITY CHEST 2006/2007

PROJECTS PROPOSED FOR APPROVAL

	<i>Recommended Grant subject to final estimates, invoices, up to £:</i>
HENDON WARD	
Friends of Backhouse & Barley Mow Parks – Contribution towards events in the park, Bat Watch, bird boxes, tree walks etc.,	250
Trafalgar Square Coffee Morning Group – Contribution towards trip to Harrogate and refreshments.	200
Valley Road Community Primary School – Purchase of football strips for Ladies Exhibition match.	300
Total	750
MILLFIELD WARD	
St. Mary's Over 60's Club – Contribution towards social activities for the members, trips etc.,	500
Total	500
RYHOPE WARD	
Grangetown Rovers F.C. – Purchase of strips, balls, pitch fees etc.,	500
Ryhope Over 60's Friendship Club – Contribution towards Christmas dinner, refreshments, gifts etc.,	350
307 Mess Fellowship Services – Contribution towards trip to Eden Camp, transport, refreshments etc.,	800
Girl Guiding U.K. – Contribution towards day trips, transport, entrance fees etc.,	500
St. Aidan's Scout Group – Purchase of tents, camping tables, art and craft materials etc.,	600
Total	2750
ST. MICHAEL'S WARD	
Monday Afternoon Club – Contribution towards Christmas activities for the members, meals etc.,	287

Friends of Backhouse & Barley Mow Parks – Contribution towards events in the park, Bat Watch, bird boxes, tree walks etc.,	250
Ashmore Residents Association – Contribution towards start up costs, stationery etc.,	300
Total	837
Total of Projects	4837