

## NORTH SUNDERLAND AREA COMMITTEE

### AGENDA

Meeting to be held on Monday, 20<sup>th</sup> October, 2014 at 5:30pm

**VENUE – Bunny Hill Centre, Hylton Lane, Sunderland, Tyne and Wear, SR5 4BW**

#### Membership

Cllrs D. Wilson (Chairman), S. Foster (Vice Chairman - Place), R. Copeland (Vice Chairman – People), R. Bell, B. Curran, R. Davison, B. Francis, G. Howe, J. Jackson, S. Leadbitter, D. MacKnight, C. Shattock, P. Stewart, J. Wiper, N. Wright.

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- Tyne and Wear Fire and Rescue Services Update (verbal Report)	-

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Information contained in this agenda can be made available in other languages and formats on request.

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\* Denotes an item relating to an executive function

**ELAINE WAUGH**  
Head of Law and Governance

**10<sup>th</sup> October, 2014**

**At a meeting of the NORTH SUNDERLAND AREA COMMITTEE held in the ADVENTURE SUNDERLAND, MARINE WALK, SUNDERLAND on WEDNESDAY, 18<sup>th</sup> JUNE, 2014 at 5.30 p.m.**

**Present:-**

Councillor D. Wilson in the Chair

Councillors Bell, Copeland, Curran, Foster, Francis, Howe, Jackson, Leadbitter, MacKnight, Wiper and N. Wright

**Also in Attendance:-**

Inspector Tony Carty	- Northumbria Police
Ms. Gillian Gibson	- Consultant in Public Health, Sunderland City Council
Mr. Steven Graham	Station Manager, Tyne and Wear Fire and Rescue Service
Ms. Vivienne Metcalfe	- Area Community Officer, Sunderland City Council
Cllr Michael Mordey	- Portfolio Holder for City Services
Ms. Ruth Oxley	- North Sunderland Area VCS Network
Mr. Trevor Parkin	- Seafront Traders Association
Ms. Nicky Rowland	- East Area Response Manager, Sunderland City Council
Ms. Sue Stanhope	- Director of HR & OD, Sunderland City Council and Area Lead Executive (ALE)
Ms. Joanne Stewart	- Principal Governance Services Officer, Sunderland City Council

**Chairman's Welcome**

The Chairman thanked Councillor Bell for his work with the Area Committee as the previous Chairman and welcomed everyone, opening the meeting and inviting introductions around the room.

**Apologies for Absence**

Apologies for absence were submitted to the meeting on behalf of Councillor Shattock and on behalf of Ms. Nikki Vokes and Ms. Allison Patterson

## **Declarations of Interest**

Strategic Initiatives Budget (SIB), Community Chest and Healthy Cities Investment Fund (HCIF) – Financial Statement and Proposals for Further Allocation of Resources

Hylton Dene Cabin Project – Castle in the Community

Councillor Foster made an open declaration in the above application and Councillors MacKnight and Wilson declared DPI's in the application and left the meeting during consideration of the application.

## **Minutes of the Last Meeting of the Committee held on 7<sup>th</sup> April, 2014**

1. RESOLVED that the minutes of the last meeting of the Committee held on 7<sup>th</sup> April, 2014 be confirmed and signed as a correct record.

## **Part 6, Clean Neighbourhoods and Environment Act 2005, Dog Control Orders – Consultation Results and Findings**

The Deputy Chief Executive submitted a report (copy circulated) which advised Members of the results of the public consultation exercise relating to the Council's intention to implement Dog Control Orders under Part 6 of the Clean Neighbourhoods and Environment Act 2005.

(for copy report – see original minutes)

Councillor Mordey, Portfolio Holder for City Services and Ms. Rowland, East Area Response Manager, presented the report which also sought the Committee's endorsement of the implementation of the Orders as detailed in Annex1 to the report. Members were informed that of the four Dog Control Order proposals consulted upon, the results were as follows:-

- a. 90.48% agreed with the proposal to introduce an order making it an offence for a person to fail to clear away after their animal has fouled in any open public area.
- b. 83.93% agreed with the exclusion of dogs from enclosed children's play sites
- c. 56.55% agreed with the proposal to require dogs to be kept on a lead at all times in open play areas
- d. 72.02% agreed with the proposal to require dogs to be kept on a led at all times in cemeteries
- e. 66.07% agreed with the proposal to enable an authorised officer of the Council to request a dog be put on a lead in any location across

the city with is open to the public, where the officer feels it is appropriate to do so.

Councillor Mordey and Ms Rowland having addressed comments and questions from Members in relation to the extent and format of the consultation, enforcement of the orders and the installation of dog waste bins, it was :-

2. RESOLVED that:-

- i) the information presented in the report be received and noted; and
- ii) the implementation of the Dog Control Orders within the North Sunderland Area, as outlined in Annex 1 of the report of the Deputy Chief Executive, be endorsed.

### **Partner Agency Reports – North Area Voluntary and Community Sector Network**

Ms. Ruth Oxley, Area Network Representative submitted a report (copy circulated) providing an update with regard to the North Area Voluntary and Community Sector Network.

(for copy report – see original minutes)

Ms. Oxley took the Committee through the report providing an update on the work being undertaken by the North Sunderland VCS Network and thanked Councillor Bell for his support in helping to strengthen and support the network through the Area Committee.

Members referred to the school summer holidays and activities being provided for young people during that time and were advised by Ms. Oxley that the North Operational Group had met at SNCBC, putting programmes of activities together but that a lot of those programmes were reliant upon funding which they were waiting for responses for. All Members would receive a copy of the activities on offer once finalised.

Concerns were raised by Members over the variances between schools allowing young people in the community to use their facilities during the school holidays for use and it was suggested that this topic be referred to the North Sunderland Area Place Board for further discussions.

Having fully considered the progress report, it was:-

3. RESOLVED that:-

- (i) the issue raised regarding use of school premises during school holidays be referred to the North Sunderland Place Board for further discussion; and
- (ii) the content of the report and the opportunities and issues raised by the North Voluntary and Community Sector Network be received and noted.

**Partner Agency Reports – Northumbria Police**

Neighbourhood Inspector Tony Carty, Northumbria Police gave a verbal update to the Committee on the current position with regards to crime and anti social behaviour data in the North Sunderland area.

In relation to a question regarding the Prom nights which were imminent Inspector Carty advised that the Police had spoken with the three comprehensive schools in the area and found that two of the Prom nights were outside of the Sunderland area, with the school providing buses for pupils to get to and from the venue. He was hopeful this would not allow for the gangs of youths congregating as they had last year.

Having thanked Inspector Carty for his report and continued excellent work in the North Sunderland Area, it was:-

4. RESOLVED that the update from the Northumbria Police be received and noted.

**Partner Agency Reports – Tyne and Wear Fire and Rescue Services**

Mr. Steven Graham, Station Manager, Tyne and Wear Fire and Rescue Services provided a verbal update to the Committee, on performance in relation to the local indicators for the North Sunderland Area Committee area, with particular reference to the numbers of:-

- i) deaths from fires (there were none),
- ii) injuries from accidental fires (there were two),
- iii) accidental fires in domestic properties (there were four),
- iv) deliberate property fires (there were four), and
- v) deliberate vehicle fires (there were four).

He advised that in general the number of 999 calls had gone down that the service still continued to face problems with secondary fires in the wards of Southwick and Redhill.

The Chairman having thanked Mr. Graham for his report, it was:-

5. RESOLVED that the update from the Tyne and Wear Fire and Rescue Service be received and noted.

### **Place Board Progress Report**

The Chairman of the North Sunderland Area Place Board submitted a report (copy circulated) in respect of the above matter.

(for copy report – see original minutes)

Ms. Metcalfe presented the report drawing Members' attention to the annual update of the 2013/14 work plan, the proposed priorities for the 2014/15 work plan (as detailed in annex 3) together with the Area Governance arrangements of the Place Board for 2014/15.

6. RESOLVED that:-
  - i) the Annual Performance update on the Place Board's Work Plan be noted,
  - ii) approval be given to Place Board's Work Plan priorities for 2014/15 as detailed in annex 3 of the report; and
  - iii) the Governance arrangements as outlined in paragraph 5 and annex 4 of the report be noted.

### **People Board – Progress Update**

The Chairman of the North Sunderland Area People Board submitted a report (copy circulated) in respect of the above matter.

(for copy report – see original minutes)

Ms. Metcalfe presented the report drawing Members' attention to the annual update of the 2013/14 work plan, the proposed priorities for the 2014/15 work plan (as detailed in annex 3) together with the Area Governance arrangements for the North Sunderland People Board for 2014/15.

7. RESOLVED that:-
  - i) the Annual Performance update on the People Board's Work Plan be noted,

- ii) approval be given to People Board's Work Plan priorities for 2014/15 as detailed in annex 3 of the report; and
- iii) the Governance arrangements as outlined in paragraph 5 and annex 4 of the report be noted.

### **Strategic Initiatives Budget (SIB) and Community Chest – Financial Statement and Proposals for Further Allocation of Resources**

The Chief Executive submitted a report (copy circulated) which requested Members to give consideration to a financial statement as an up to date position in relation to the allocation of Strategic Initiatives Budget and Community Chest and presented proposals for further funding requests.

(for copy report – see original minutes)

Ms. Metcalfe, Area Community Officer presented the report drawing attention to the recommendations detailed within the report.

Members considered the report and it was:-

10. RESOLVED that:-

- (i) the financial statements as set out in paragraphs 2.1 and 3.1 of the report be noted;
- (ii) approval be given to the allocation of £23,000 from the SIB budget for 2014/15 to support the Castle in the Community – Hylton Castle Cabin Project;
- (iii) approval be given to the following projects to address social isolation from the £30,000 previously approved by the Area Committee:-
  - CEED – Wellbeing Together - £4,470
  - Groundwork NE – Active Green Living - £4,500
  - Age UK Sunderland – Promoting Friendships in North Sunderland - £2,050
  - Salvation Army – United we Stand - £4,000
  - Castletown Community Association - £2,500
  - Redby Community Association - £2,500
  - Thompson Park Community Association - £2,500
  - Redhouse Community Association - £2,500

And to reject the following application as it failed to meet the brief:-

- B Active N B Fit CIC – Social Activity Health Mentor - £3,000
- (iv) Approval be given to the balance of £4,980 of unallocated SIB from the monies awarded to address Social Isolation be used to fund trips / events and activities which help address



- social isolation for communities in the North Sunderland Area with all application being endorsed by the People Board as outlined in Section 2.8 of the report;
- (v) The application from Salvation Army for the Southwick Ward Event be rejected as it does not meet the brief of the Strengthening Families project:
  - (vi) approval be given to develop a collaborative approach to Strengthening Families – Family Focus Ward based events funding through the North Voluntary and Community Sector Network, from the allocation of £10,000 SIB funding previously agreed by the Area Committee and as set out in paragraph 2.9 of the report
  - (vii) approve extensions to the following projects as set out in the report:-
    - Southwick Community Christmas;
    - Why Did Charlie Buchan go to War? (Beamish); and
    - Redhouse Academy Youth Project.
  - (viii) the twelve approvals for Community Chest supported from the 2014/15 budget as set out in Annex 5 to the report be noted.

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

(Signed) D. WILSON,  
Chairman.

20<sup>TH</sup> October 2014

## REPORT OF THE CHAIR OF THE PLACE BOARD

### Place Board Progress Report

#### 1 Purpose of Report

1.1 To provide an update of progress against the current year's (2014/15) Place Board Work Plan.

#### 2. Background

2.1 Earlier this year the priorities associated with Place were referred to the North Place Board to action on behalf of the Area Committee. The Place Board has started to initiate action on those priorities and **Annex 1** outlines progress to date.

#### 3. Area Governance Arrangements

3.1 The Area Committees are part of the Council's Executive Function and have two key roles:-

- a. Influencing decisions on services delivered at a local level; and
- b. Identification of key priorities for their areas, in the context of supporting the delivery of the Council's Corporate Outcomes Framework at a local level and ensures maximum impact where necessary through utilizing its own resources.

3.2 Area Place and People Boards were set up to support the Area Committee in identifying areas of priority and ensure action in line with those priorities.

3.3 Each ward has one elected member representative, whose role it is to liaise with their ward colleagues in between meetings and feedback collective views into the Board meetings. It should be noted that the Board is not a decision making body and the work/recommendations of the Board will be presented to the Area Committees for final endorsement. Elected member representation on the Place Board for this Area Committee is as follows:-

Ward	Place Board Membership
Chair	Cllr. S. Forster
Castle	Cllr D. MacKnight
Redhill	Cllr P. Stewart
Southwick	Cllr N. Wright
Fulwell	Cllr J. Wiper
St. Peter's	Cllr. J. Jackson

#### 4. Key Areas of Influence/Achievements up to 30<sup>th</sup> September 2014

4.1 Outlined below is a summary of the key areas of influence / achievements of the North Place Board up to 30<sup>th</sup> September 2014

Action Taken	Outcome
<b>Local priority: Environment &amp; Green Space</b>	
	<ul style="list-style-type: none"> <li>• Area Tours held on 11<sup>th</sup> &amp; 14<sup>th</sup> July in order for members to identify priorities for 2014 – 2015</li> <li>• Members identified land at rear of Johnston Villas required an extensive clean up and redevelopment and agreed SIB funding which has enabled this work to be completed.</li> <li>• Members identified Wheeled Sports Park (WSP) at Downhill as requiring completion and further works and members have carried out further site visits and are considering proposals for future phased developments to the WSP. In addition members agreed SIB funding for environmental improvements at the site which has been supported by the Probation Service</li> <li>• Members identified Marine Walk at Roker as an area which requires further redevelopment and an offer of activities for</li> </ul>

	<p>older young people, access to exercise for families and usage of Roker Beach.</p> <ul style="list-style-type: none"> <li>• Consultation is planned with young people on future use of the former Roker Paddling Pool and options to provide activities/facilities at the site</li> <li>• Members received an update on the cleaning of Roker Beach and the opportunities for partnership working with neighbouring authorities and volunteer projects.</li> <li>• Members received an update on the opportunities via Coastal Community Funds (CCF) to support job creation with the aim of developing the seafront in order to expand on the offer of events/services/activities which will benefit existing business and encourage further business investment.</li> <li>• Further to the updates on Roker Beach and the CCF members raised the need for additional equipment, access to toilet facilities and traffic calming measures with progress on these to be reported back to future Place Board.</li> </ul>
<b>Local priority: Heritage</b>	
	<ul style="list-style-type: none"> <li>• Portfolio Holder for Public Health, Wellness and Culture has provided the Board with an update on the Hylton Castle Project.</li> <li>• Members have requested proposals to deliver a Battle Re-enactment Event at Hylton Castle in June 2015 and SIB applications to deliver this event will be presented to Area Committee.</li> <li>• The installation of the Wheatsheaf Gyrotory Clock, linked to the commemoration of the commencement of WW1, is planned for 28<sup>th</sup> October with an official launch on 11<sup>th</sup> November.</li> </ul>
<b>Local priority: Ward Member Community Engagement</b>	
	<ul style="list-style-type: none"> <li>• North VCS Network developing a partnership approach to deliver five ward based events to be considered by November People Board which will include engagement with ward members.</li> </ul>
<b>Influencing role</b>	
Housing	<ul style="list-style-type: none"> <li>• Members received information on the Sunderland Accredited Landlord scheme, including the benefits of this for both landlords and tenants and the current position regarding accreditation in the city.</li> </ul>
Responsive Local Services	<ul style="list-style-type: none"> <li>• Members received an update on the bulky waste collection service and the impact of charges applied.</li> <li>• The Area Response Manager ensures that regular communication with all elected members influences street scene service delivery to meet local need.</li> <li>• Members have had the opportunity to influence the future programme for weed killing in the North.</li> <li>• Members agreed SIB funding of £50k to carry out North environmental improvements and members have influenced the areas for improvement and receive updates on progress of improvements.</li> </ul>
Planning	<ul style="list-style-type: none"> <li>• Members received an update on the planning process, members role in planning and future developments within the North.</li> </ul>

## 5. Recommendations

- 5.1 Members are requested to consider the progress and performance update with regards to the North Place Board Work Plan for 2014/2015 as detailed in **Annex 1**

Contact Officer: Vivienne Metcalfe, North Area Community Officer. Tel: 0191 561 4577  
Email: [vivienne.metcalfe@sunderland.gov.uk](mailto:vivienne.metcalfe@sunderland.gov.uk)

	Area Priority	ACTIONS	Lead Agent	Progress Report
1	<b>Environment and Greenspace</b>	<p>1. Area Tours to help determine programme for year ahead potentially to include:-</p> <ul style="list-style-type: none"> <li>• Parks</li> <li>• Allotment sites</li> <li>• Shopping areas</li> <li>• Hylton Castle</li> <li>• Improved use of green/open space (linked to People/Health Priorities and Greenspace Funding)</li> <li>• Cemeteries</li> <li>• Neglected Properties (eg Victoriana Building)</li> <li>• Nuisance Parking</li> <li>• Implementing Dog Control Orders</li> <li>• St. Peters Sculpture Trail interpretation project linked to heritage, arts, cultural and environmental improvements</li> </ul>		<ul style="list-style-type: none"> <li>•Tours held 11th &amp; 14th July 2014</li> <li>13.8.14 Special Place Board meeting to discuss proposed actions. Members agreed priorities as follows:-</li> <li>• Site at rear of Johnston Villas</li> <li>• Wheeled Sports Park</li> <li>• Southwick Social Club</li> <li>• Marine Walk, Roker</li> <li>• Proposals for Play Provision at land adj. Pickersgills</li> <li>• Football Mash Up</li> <li>• Suggestions for improved usage Monkwearmouth Station Museum</li> <li>• Billy Hardy Centre signage</li> <li>• Baltimore further Tree thinning (ward members to confirm action)</li> <li>• Hylton Dene Tree thinning, rose garden and stream clearance</li> <li>• Almond Drive Motorcycle barriers</li> <li>• Fulwell Allotments (further information required prior to considering any funding)</li> </ul>

	2. Monitor Progress of SIB funded Environmental Improvements Project		<ul style="list-style-type: none"> <li>•A1231 Tree Management &amp; Thinning - Complete</li> <li>•Town End Farm/Baltimore Plantation - Complete</li> <li>•Castletown Plantation - Complete</li> <li>•Rear of Seafields - Complete</li> <li>•Ashpath/Rear of Bishop Harland - Complete</li> <li>•Redhouse Allotment - Complete</li> <li>•Rear of Southwick Library - Complete</li> <li>•Kier Hardy Way - Complete</li> <li>•Sculpture Trail and Bonnersfield Tree Thinning - Procurement Process - expected Autumn completion due to bird nesting season</li> <li>•North Haven/Sandpoint Bankside - on hold whilst tyre services property issues addressed</li> <li>•Bloomfield Plantation - Complete</li> </ul>
	3. Influence Seafront development <ul style="list-style-type: none"> <li>• Board to receive updates and identify opportunities to influence future developments</li> </ul>		Board received update on Coastal Community Fund Application
<b>2 Ward Member Community Engagement (links to People)</b>	1. Link ward members to events and activities delivered		Area VCS Networks developing a partnership approach to deliver five ward based events which will include member engagement and showcasing services and activities available for families in the wards
	2. Monitor cultural spring project engagement through the North VCS Network		Members provided with regular updates on cultural spring delivery and engagement with community in the North

	3.Support continued delivery of Southwick Illuminations programme		Area Committee Approved £35,837 SIB funding for Southwick Community Christmas. The funding was originally for a 2 year period and the expectation that it would be a community led/funded event thereafter. As the 2 events were delivered under budget Area Committee agreed that balance could be used to help fund the 3rd year. Further SIB funds required for delivery of 4th year and future year programme
	4. Encourage and influence the use of the Roker Pods.		Members provided with regular updates on programme delivery within Pods
<b>3 Heritage</b>	1. Board involvement with Hylton Castle Project		Portfolio Holder and Officers providing updates to members on Hylton Castle Project
	2. Support Activity at Hylton Castle and Dene		Castle at War Event delivered on 26th & 27th September 2014 successful engagement with local schools on the 26th and open to all on 27th with excellent attendance of over 2000 visitors.
	3. Battle Re-enactment Event		Members discussed opportunity to deliver Battle Re-enactment Event in June 2015 at Hylton Castle with two organisations expressing an interest to deliver the event. 25.09.14 Board decision to invite both organisations to submit full SIB application for October Area Committee to consider and decide on preferred option
	4. Clock Installation linked to Commemoration of WW1		12.08.14 Planning Permission Granted. Base installation to commence early September 2014 22.09.14 Base Installed awaiting confirmation of delivery and installation of clock Installation Confirmed for 28th October with official promotion/launch to be 11.00am on 11th November
	5. Influence development of Fulwell Mill		Work is progressing in transferring lease to VCS organisation

		6. Influence use of the river/sea		Sunderland's Music, Arts and Culture (Mac) Trust and Sunderland City Council have joined forces and submitted a bid to host the historic Tall Ships race on Wearside for the first time in 2018.
4	<b>Influence the design, delivery and review of Place based services devolved to Area Committee</b>	1. Work with individuals and communities to take more responsibility for and be passionate about keeping local communities clean, green and well looked after. Develop approach(s) to deal with neglected:- Land, Housing, Shopping Parades Industrial Estates, through interventions appropriate at Area Level		Tours held 11th & 14th July 2014 to help the members identify areas of neglect as the starting point to developing approaches with officers, partners and local communities. Members received information on the Sunderland Accredited Landlord scheme, including the benefits of this for both landlords and tenants and the current position regarding accreditation in the city.
		2. Re-consider how members can influence the allocation of S106 funding at an area level		Members received an update on the planning process, members role in planning and future developments within the North
		3. To influence Highways Maintenance Programme at an area level for inclusion in the Capital Programme		Due to be discussed at the November and February Place Boards and referred to March Area Committee for final decision.



20<sup>TH</sup> October 2014

## REPORT OF THE CHAIR OF THE PEOPLE BOARD

### People Board Progress Report

#### 1 Purpose of Report

- 1.1 To provide an update of progress against the current year's (2014/15) People Board Work Plan.

#### 2. Background

- 2.1 Earlier this year the priorities associated with People were referred to the North People Board to action on behalf of the Area Committee. The People Board has started to initiate action on those priorities and **Annex 1** outlines progress to date.

#### 3. Area Governance Arrangements

- 3.1 The Area Committees are part of the Council's Executive Function and have two key roles:-
- Influencing decisions on services delivered at a local level; and
  - Identification of key priorities for their areas, in the context of supporting the delivery of the Council's Corporate Outcomes Framework at a local level and ensures maximum impact where necessary through utilizing its own resources.
- 3.2 Area Place and People Boards were set up to support the Area Committee in identifying areas of priority and ensure action in line with those priorities.
- 3.3 Each ward has one elected member representative, whose role it is to liaise with their ward colleagues in between meetings and feedback collective views into the Board meetings. It should be noted that the Board is not a decision making body and the work /recommendations of the Board will be presented to the Area Committees for final endorsement. Elected member representation on the People Board for this Area Committee is as follows:-

Ward	People Board Membership
Chair	Cllr R. Copeland
Castle	Cllr. S. Foster
Redhill	Cllr R. Davison
Southwick	Cllr C. Shattock
Fulwell	Cllr B. Francis
St. Peter's	Cllr B. Curran

#### 4. Key Areas of Influence/Achievements up to 30<sup>th</sup> September 2014

- 4.1 Outlined below is a summary of the key areas of influence / achievements of the North People Board up to 30<sup>th</sup> September 2014

Action Taken	Outcome
<b>Local priority: Health and Well Being</b>	
	<ul style="list-style-type: none"> <li>Representatives of the CCG attended the People Board to deliver a presentation on the role of CCG and to further facilitate joint working with the board.</li> <li>Members are continuing to engage with CCG to identify potential joint priorities and opportunities to work together.</li> <li>Members provided with details on the dementia training module</li> </ul>

	<p>and encouraged to attend. To date 45 people who live, work and volunteer in the North have attended the Course</p> <ul style="list-style-type: none"> <li>• Age UK Sunderland as an element of the SIB funded social isolation project have produced a newsletter specifically for the North detailing services and support available</li> <li>• CEED/Hops launched the SIB funded Social Isolation Project on the 9<sup>th</sup> of September 2014 with all members invited.</li> </ul>
<b>Local priority: Activities for Young People</b>	
	<ul style="list-style-type: none"> <li>• Members were provided with the summer programme of activity by youth providers</li> <li>• People Board members were provided with a performance update against the current Youth Contracts in the North.</li> <li>• The performance data was broken down into: <ul style="list-style-type: none"> <li>- Contact</li> <li>- Participation</li> <li>- Recorded Outcomes</li> <li>- Locality Outcomes</li> <li>- Value for Money</li> </ul> </li> <li>• Based upon the performance information and the need to secure further financial efficiencies from April 2015 members were asked to complete a proforma to feed in their views to support the review of current and future delivery.</li> <li>• Members discussed proposals for the Children's Take over day on 21<sup>st</sup> November and have suggested that a small budget be made available to deliver a consultation event linked to Health and Well Being priorities and the use of green space funding. (See Finance report).</li> </ul>
<b>Local priority: Job Prospects and Skills</b>	
	<ul style="list-style-type: none"> <li>• Members received a presentation from the Foundation of Light on the delivery to date of the SIB funded School Opportunities Project</li> <li>• All four schools within the North are engaged with the project – Castleview, Redhouse, Monkwearmouth and Castlegreen</li> <li>• Young people have commenced participation with activities which include team building, work experience, substance misuse, multi sports and careers advice and guidance</li> <li>• Schools are providing positive feedback on the behaviour of the young people who are attending the course.</li> <li>• Future plans include volunteering opportunities</li> <li>• The project is working alongside existing provision and services aimed at young people in the 14-16 age group to ensure no duplication.</li> <li>• Further to the update members requested continued updates be provided to People Board and the project ensures wider engagement with female participants.</li> </ul>

## 5. Recommendations

- 5.1 Members are requested to consider the progress and performance update with regards to the North People Board Work Plan for 2014/2015 as detailed in **Annex 1**

Contact Officer: Vivienne Metcalfe, North Area Community Officer. Tel: 0191 561 4577  
Email: [vivienne.metcalfe@sunderland.gov.uk](mailto:vivienne.metcalfe@sunderland.gov.uk)

	Area Priority	ACTIONS	Lead Agent	Progress Report
1	Health and Wellbeing	Link with CCG to ensure partnership approach developed to delivering our Health Priorities in the North to include:-		<ul style="list-style-type: none"> <li>•Joint meeting Chairs/CCG Team took place 23.9.14 to discuss approach to delivering joint priorities.</li> </ul>
		1. Funding services and activities which address social isolation		<ul style="list-style-type: none"> <li>•Age UK Sunderland currently compiling newsletter to be circulated which will include details of services and activities to be delivered</li> <li>•September 2014 First Edition of Newsletter Circulated</li> <li>•9th September 2014 launch of CEED/HOPS SIB funded social isolation project</li> </ul>
		2. Work with CAs in the North to develop capacity to play a central role in delivery of services and activities in the area		<ul style="list-style-type: none"> <li>•June Area Committee agreed funding for CAs</li> <li>•VM meeting with all CAs to discuss funding awarded and supporting the delivery of services and activities</li> </ul>
		3. Maximising the Use of the Health Funds for use of Green/Open Space to address health issues (also links to Place) to include usage of the river including fishing/angling and boating		<ul style="list-style-type: none"> <li>•Members to discuss options for use of green space funds linked to health &amp; wellness and ideas put forward at tour. Idea to also refer to VCS Network for ideas to be fed in from the voluntary sector</li> <li>•Linked to Place Board proposals for use of Roker Paddling Pool</li> </ul>
		4. Promote the take up of Health Champions Training including the Dementia Module		<ul style="list-style-type: none"> <li>•Members provided with details on the dementia training module and encouraged to attend.</li> <li>•To date 45 people who live, work and volunteer in the North have attended the Course</li> </ul>
		5. Promotion of dementia friendly communities model		<ul style="list-style-type: none"> <li>•To be addressed in discussion with CCG</li> </ul>

	6. Support the development of leaflet/pamphlet given when diagnosis of dementia is made		<ul style="list-style-type: none"> <li>•To be addressed in discussion with CCG</li> </ul>
	7. Identify current leaflets available including key contacts for all and support the development and promotion of availability 8. Responding to issues raised through Sexual Health and integrated wellness reviews		<ul style="list-style-type: none"> <li>•To be addressed in discussion with CCG</li> <li>•Gillian Gibson to keep members up to date when appropriate</li> </ul>
<b>2 Activities For Young People</b>	1. Elected members to attend Youth Operational Group and receive regular updates on youth activity delivery		<ul style="list-style-type: none"> <li>•Youth Operation Group minutes/papers circulated</li> <li>•Members provided with summer programme of activity by youth providers</li> <li>• People Board members were provided with a performance update against the current Youth Contracts in the North.</li> <li>• The performance data was broken down into: <ul style="list-style-type: none"> <li>- Contact</li> <li>- Participation</li> <li>- Recorded Outcomes</li> <li>- Locality Outcomes</li> <li>- Value for Money</li> </ul> </li> <li>• Based upon the performance information and the need to secure further financial efficiencies from April 2015 members were asked to complete a proforma to feed in their views to support the review of current and future delivery.</li> </ul>
	2. Influence and support the delivery of youth activity in the North.		<ul style="list-style-type: none"> <li>•Members to discuss options for additional youth work and closer links required with commissioned youth providers</li> </ul>

		3. Consider opportunities for young people to support their Health and well being (links to Place Board priorities for developing green/open/river/sea spaces).		<ul style="list-style-type: none"> <li>•Linked to use of green space, members views, VCS views and ensure youth projects are engaged</li> <li>•Proposal submitted for Children's Take Over Day for young people to be involved in discussing options for health and wellbeing usage of green spaces - 21st November 2014</li> </ul>
3	<b>Job Prospects and Skills</b>	1. Continue to monitor the School Opportunities Project.		<ul style="list-style-type: none"> <li>•Regular updates to be provided to Board</li> </ul>
		2. Work with employers to identify key skills required in order to influence training available and signposting of young people to provision. (Establishing a better understanding of the Education and Skills Strategy and Initiatives such as Work Discovery Week to support this.)		The Education and Skills Strategy currently in development. Austin McNamara as the People Board link officer to the People Directorate to keep Board members up to date.
		3. Identify opportunities to influence employers using local workforce via social value clauses within procurement opportunities		
4	<b>Influence the design, delivery and review of People based services devolved to Area Committee</b>	1. Develop New Relationship with Schools		
		2. Improve access to green/open/blue space, to support further participation in physical activities. (Greenspace Grant of £20k per area).		Linked to discussions taking place within Place Board and proposals to support the development at Marine Walk. Particularlry relevant to options for the development of the former paddling pool and beach activities.(Consultation with young people 21st November refered to above under 2.3)
		3. Review of Museum Services		

20<sup>th</sup> October 2014

## REPORT OF NORTH AREA VOLUNTARY AND COMMUNITY SECTOR NETWORK

### 1. Purpose of the Report

- 1.1 The report provides an update with regard to the North Area Voluntary and Community Sector Network

### 2. Background

- 2.1 To develop the capacity and influence of the Voluntary and Community Sector (VCS) across the City, Area Networks have been established and delegates represent each Area Network at Area Committee taking forward issues on behalf of the whole VCS in the area, reporting on area priority delivery by the VCS, and reporting back, providing a two-way flow of communication.
- 2.2 North Area Network delegates will present a report to each Area Committee meeting informing Members of activity, progress, issues and concerns of the sector.

### 3. North Voluntary and Community Sector Network (VCSN) Progress Report

- VCS Network will continue to work on developing and supporting the VCS re collaboration, communications, intelligence and mapping.
- VCS Reps are to give both oral and written updates to the Area Committee, as requested.
- The North VCSN has met once since the last Area Committee in June 2014.
- The Network has received presentations and information which have included:
  - Details of Activities and Events in the North
  - Details of NEPO Funding Opportunities
  - Terms of Reference for the Area Networks
  - Holiday Hunger Updates
  - North VCS organisations raised concerns regarding organisations from outside of the North Area accessing funding to deliver activities in the area. When there are already existing VCS organisations based in the North that are delivering services and activities.
  - A Collaboration Project to deliver the North SIB Funded Events will be developed at a Workshop on 15<sup>th</sup> October 2014. This will ensure local VCS delivery to achieve the project

### 4. Recommendations

- 4.1 Members are requested
- To note the contents of the report and consider the opportunities and issues raised by the North VCSN

Contact: Nikki Vokes, Area Network Representative  
Email: [nikkivokes@communityopportunities.co.uk](mailto:nikkivokes@communityopportunities.co.uk) - Tel No: 0191 5373231  
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Graham Wharton, Area Network Representative  
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**SUNDERLAND NORTH AREA COMMITTEE**  
**20<sup>th</sup> October 2014**  
**EXECUTIVE SUMMARY SHEET – PART I**

**Title of Report:**

Strategic Initiative Budget (SIB) and Community Chest - Financial Statement and proposals for further allocation of resources

**Author(s):**

Chief Executive

**Purpose of Report:**

Area Committee has delegated budgets to allocate to specific strategic priorities identified in the Local Area Plan, with the overall aim to benefit the wider community and to attract other funding into the area. The report provides a financial statement as an up date position on progress in relation to allocating SIB, and Community Chest and presents proposals for further funding requests.

**Description of Decision:**

The Committee is requested to:-

1. Note the financial statements set out in sections 2.1 and 3.1
2. Approve SIB funding to deliver a Battle Re-enactment taking into account results of formal appraisal and consultation process on two applications
3. Approve SIB funding of £500 to support the Children’s Take Over Day Project
4. Note the 12 Community Chest approvals supported from 2014/2015 Community Chest as set out in Item 5 **Annex 2.**

Is the decision consistent with the Budget/Policy Framework?

Yes

**Suggested reason(s) for Decision:**

The Area Committee has an allocation of £314,858 for 2014/2015 from the Strategic Initiatives Budget to promote action on key priorities identified in the relevant Local Area Plan and to attract other funding into the area.

**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

Is it included in the Forward Plan?

No

Relevant Scrutiny Committees:

20<sup>th</sup> October 2014

## REPORT OF THE CHIEF EXECUTIVE

## Strategic Initiative Budget (SIB), Community Chest Financial Statement and proposals for further allocation of resources

## 1. Purpose of Report

Area Committee has delegated budgets to allocate to specific strategic priorities identified in the Local Area Plan, with the overall aim to benefit the wider community and to attract other funding into the area. The report provides a financial statement as an up date position on progress in relation to allocating SIB and Community Chest and presents proposals for further funding requests.

## 2 Strategic Initiatives Budget (SIB)

2.1 The table below shows the financial position of SIB for 2014/2015:

	Committee Date	Aligned	Approved	Balance
<b>Total SIB for 2014/2015 is £314,858</b>				<b>£314,858</b>
<b>Project Name</b>				
Thompson Park House	07.04.14	-	£25,000	£289,858
Health Champions Dementia Training Module	07.04.14	-	£5,750	£284,108
Hylton Castle Cabin Project	18.06.14	-	£23,000	£261,108
North Area Ambient Air Project	18.06.14	-	£6,972.78	£254,135
Johnstone Villas land clearance	10.09.14 (Delegated Decision)	-	£16,000	£238,135
North Wheeled Sports Park Remedial Work	30.09.14 (Delegated Decision)	-	£1,724	£236,411
<b>Returned Funding:</b> at June's Area Committee	18.06.14	-	(£9,239)	£245,650
<b>Balance</b>				<b>£245,650</b>

2.2 There are two applications for SIB funding presented to Committee for consideration detailed at **Item 5 Annex 1**:

Battle Re-Enactment – SNCBC	£28,000
Battle Re-Enactment – Sunderland Live	£30,000



- 2.3 SIB funding of £500 required to support the People Board proposal for Children's Take Over Day for young people to be involved in discussing options for health and wellbeing usage of green spaces - 21st November 2014
- 2.4 The total budget being requested from the projects listed is **£28,500 or £30,500** should the projects be approved the balance of SIB funding remaining following allocation would be **£218,150 or £216,150**

### 3. Green Spaces Funding

- 3.1 The table below shows the financial position of Green Spaces following the April 2014 Area Committee

	Committee Date	Aligned	Approved	Balance
<b>Green Spaces Fund (approved to AC to award)</b>				<b>£20,000</b>
<b>Project Name</b>	-	-	-	-
No projects approved to date				
<b>New Balance</b>			-	<b>£20,000</b>

### 4. Community Chest

- 4.1 The table below details the starting balances for 2014/2015. **Item 5 Annex 2** shows the approvals between July - September 2014:

Ward	Start Balance for 2014/2015	Project approvals since April 2014	Grant Returned	Balance
Castle	£15,341.50	£8,230.84	£626.45	£7,737.11
Fulwell	£14,596.77	£6,976.58	£26.16	£7,646.35
Redhill	£27,409.66	£1,992.00	£33.16	£25,450.82
Southwick	£13,040.29	£3,460.00	£0.00	£9,580.29
St Peter's	£13,861.31	£2,728.00	£26.16	£11,159.47
<b>Total</b>	<b>£84,249.53</b>	<b>£23,387.42</b>	<b>£711.93</b>	<b>£61,574.04</b>

### 5. Recommendations

- 5.1 Note the financial statements set out in sections 2.1, 3.1 and 4.1
- 5.2 Consider the approval of SIB Application of either SNCBC or Sunderland Live to deliver the Battle Re-enactment
- 5.3 Consider the approval of £500 SIB to support the Children's Take Over Day project on the 21<sup>st</sup> of November 2014
- 5.3 Note the 11 Community Chest approvals supported from 2013/2014 Community Chest as set out in **Item 5 Annex 2**

**Contact Officer:** Vivienne Metcalfe, Sunderland North Area Community Officer  
561 4577, [vivienne.metcalfe@sunderland.gov.uk](mailto:vivienne.metcalfe@sunderland.gov.uk)

## SINGLE INITIATIVE BUDGET (SIB)

Application No.1 – SIB

<b>Funding Source</b>	<b>SIB</b>
<b>Name of Project</b>	Hylton Castle Battle Re-enactment
<b>Lead Organisation</b>	Sunderland North Community Business Centre (SNCBC)

<b>Total cost of Project</b>	<b>Total Match Funding</b>	<b>Total SIB requested</b>
£28,000	£2,000	£26,000
<b>Project Duration</b>	<b>Start Date</b>	<b>End Date</b>
10 Months	November 2014	September 2015

**The Project**

This proposal seeks to enable Sunderland North Community Business Centre (SNCBC) to co-ordinate a re-enactment event of the Battle of Boldon Hill in March 1644 and deliver a range of learning and community engagement activities at the Castle and Play Park site in Hylton Castle in June 2015. The event aims to stimulate interest in Hylton Castle as a serious visitor attraction and to have an opportunity to showcase a detailed history of the area to raise local understanding of Sunderland's heritage, how Civil Wars have impacted on life within local communities, and provide activities to engage children and young people. The Sealed Knot Performance will include Regiments Drilling and Training, there will be a demonstration of artillery fire, a musket display and Pike Drill prior to the main battle. These displays will help visitors to put the action into perspective for example how a pike block interacted with the musketeers to repel a cavalry charge. The main battle of the day will include 15 artillery pieces and around 400 re-enactors.

It is intended the event will commence at 11am and conclude at 4pm and we have planned that up to 10,000 visitors will be attracted across the day. The demonstration will also include a horse parade, delivered by experienced and relevantly trained horse handlers who will be present during the event. We propose to deliver a volunteer training programme in the months prior to the event to support local residents to be involved in the running of the event, alongside SNCBC and partner staff, with the aim of increasing local capacity to support the delivery of future events in the North area of the City. SNCBC will cover the costs associated with this element of the proposal.

The Sealed Knot will deliver an Authentic Living History camp and demonstration including family orientated learning activities interpreting the life and times of the period and the public will have an opportunity to ask questions, handle objects and engage with re-enactors on all levels. A small group of re-enactors will camp at the Hylton Castle site for two evenings. Talks and demonstrations and have a go taster sessions will be available in the marquees, for example participative 'drill sessions' for children and young people, opportunity to take part in period skills and crafts and a colouring-in station and quizzes about the period for younger children. The Sealed Knot will provide their PA system and commentators who tell the story of the period and are happy to share this system for public announcements etc. SNCBC will work with local schools, youth clubs, uniformed groups and Community Organisation to co-ordinate visits to local nurseries, primary and secondary schools and clubs to highlight the history of the period, heritage of Hylton Castle and to raise awareness of the event. We will work with the University to involve students in filming and photographing the day and alongside local heritage Organisations and drama groups,

such as Beamish we will have characters in period dress mingling with crowds across the day's events.

SNCBC are aware through their involvement in the 2010 event that visitors to the site felt there were not enough activities to entertain the family around the Sealed Knot Demonstrations. They therefore propose to introduce some stalls selling local produce and crafts such as paintings, jewellery, pottery, flower arrangements, fresh produce from our local Downhill Allotment Project and an area to promote the wider Sunderland Heritage Attractions such as the work we are developing at Fulwell Mill and Bowes railway and also the Bus Restoration Trust, work with the Pier Tunnel and Port, Glass Centre and Seafront.

Fair rides, inflatables, a picnic area and children's entertainment area including face painters and balloon modelling will be available around the park area. It is intended that these activities are sensitive to the wider heritage event and we will provide on site food provision and will be involving the inspector of markets to keep a record of traders on site. SNCBC will consult with local residents as to other attractions they may wish to engage with.

SNCBC will be responsible for management of the event and of the contract with 'The Sealed Knot'. SNCBC hold employer and public liability insurance to £10 million pounds and will secure specific event insurance cover relevant to this event. The Sealed Knot has been operating for 44 years and is a registered Charity and Company registered by Guarantee. Only those trained to Sealed Knot standards are able to take part in battles, demonstrations or displays. The organisation holds Public Liability and Personal Members Injury Insurance to the value of £10 million and their re-enactment involves the use of Black Powder (we may be familiar with the term gun powder) and the movement of this is agreed in advance with the Northumbria Police Firearms and Explosives Licensing Department and follows a designated delivery route to its points of storage at Seaburn Camp and how and when it is transported to and from the Hylton Castle site. The Black Powder has to be held in suitable lockable steel containers, in a designated area with a 30m square pedestrian exclusion zone fenced off around the container enabling safe handling and issue of the powder. The container will be under security at all times provided by trained Sealed Knot Personnel. The specification of the containers is advised by the Powder suppliers, Orica, who identify the safe route of passage and deliver the powder and will only sign this over to the Sealed Knot event Organiser. Orica will only provide a dispatch date for the powder when they have a copy of the storage license issued by the Police Authority.

The Sealed Knot is responsible for the ordering, purchase and safety of the Powder and provide a 24 hour security surveillance as part of their insurance requirements. There are detailed documented procedures for the distribution of the powder which can only be issued to members with the appropriate qualifications and licence, as identified on their individual relevant sealed knot membership card. Any unused powder is transported immediately back to the Seaburn Campsite after issue and none will be held in store on the Hylton castle site after the event.

The Sealed Knot has its own relevantly trained and experienced medics division who attend to all members requirements, including any injury or incident that may occur in their presentations. To maximise crowd safety The Sealed Knot provide crowd control and safety measures relevant to their performance elements, specifically providing pedestrian fencing and an inner rope perimeter is erected around the full battle scene with orange fencing in front of the viewing area which is 18 feet from the battle area, in line with guidelines set out in their comprehensive risk assessments and approved by their insurance providers. Sealed Knot also undertake comprehensive full risk assessments for the use of camp fires/stoves flammable materials and their 'vendors' and products. The Sealed Knot has a Head (of Board) for Safety and they operate all presentations and battle re-

enactments in line with well documented and tested safety protocols which are firmly based on crowd control situations and the management of volunteers. Many of their members have career experience in the management of events and have a nominated internal events planning team who are present at every aspect of their activity.

The Sealed Knot will provide authentic living history activities on the Hylton Castle site and operate to comprehensive risk assessments and insurance cover to provide these activities. A small group of members, with around 20 tents will live authentically on the site. The remaining Sealed Knot personnel will be provided with camping facilities at the Seaburn Camp site, in line with arrangements for the 2010 event. The land is owned by Sunderland City Council who have given in principle agreement to the use and no further permissions are required. The Sealed Knot run the campsite and provides 24 hour security to the site, including guarding of the Black Powder. SNCBC understand the requirement to provide power, water and portable toilets, an Elsan Disposal Tank for caravan waste, or access to an appropriate drain and two light general skips for disposal of rubbish.

SNCBC will engage in dialogue with local residents and dog walkers living near to the Seaburn camp to ensure they are full aware of the event. Members will gain access to the site through presentation of their membership card with a current photo on, the site will be marked out for camping plots, with a maximum speed limit of 5mph on the campsite and all animals to be kept on a lead at all times. We will consider options for fencing the area and understand Heras fencing was erected around the full perimeter of the site for the last event.

SNCBC were involved in the 2010 Battle Re-enactment on the same site and are therefore familiar with the requirements to obtain the necessary permissions for the use of land on a Scheduled Ancient Monument. We will apply for Statutory Monuments Class Consent by submitting application showing the site layout, location of various facilities and marquees, method statement, fire certificates, risk assessments for erection of marquees and as appropriate exhibitors and Insurance certificates from all parties. English Heritage will inspect and advise on the works and their compliance with the consent. We understand the need to consult with neighbours and other interested parties, consider traffic and crowd management and security, signage on and off site the site and licensing for entertainment. We will ensure water is tested at both sites prior to use and will ensure adequate toilets and facilities are available on the site in the most accessible places which cause minimal damage to the environment.

SNCBC will lead a multi-disciplinary events planning committee who will meet minimum of monthly and will initiate a dedicated Event Safety Team, headed by the SNCBC Health and Safety Manager who is NEBOSH qualified and delivers Health and Safety training to Durham Council for their employees across a range of delivery disciplines. He will work in close liaison with the Safety Officer from Tyne and Wear Fire and Rescue (TWFR). The schedule of meetings and planning activities that need to be undertaken on the run up to the event and to clear away will be clearly documented in a comprehensive event plan that will be submitted to Sunderland City Council for approval. We have recent experience of liaising with the Council Event Planning Team for an event held at Downhill and hold comprehensive approved documentation for the use of fair rides and inflatables and the regular checks that need to be undertaken on these throughout the event. If we are successful in this application we will liaise with local suppliers to identify any reciprocal arrangements that can be agreed, such as if an entry fee is not charged they donate a % of the takings back to the event or provide toilets on site free of charge.

SNCBC provided stewards to the 2010 event and familiar in carrying out stewarding at their own events. The 2010 event had a total of 20 stewards complimented by a lead steward from partner Organisations who is responsible for procedures within each individual

marquee. Operators of marquees are required to submit method statements and risk assessments and final inspections will be undertaken by the NEBOSH qualified Health and Safety Manager and Safety Officer from TWFR. Those marquees that are large enough to require a means of raising alarm will be identified by the two parties as part of the event pre-inspection. We will reflect the Steward numbers from the 2010 event as a minimum but are likely to operate with a higher number to support the additional community and children's activities that we propose to hold on the site.

SNCBC have a comprehensive training programme for staff and volunteers who undertake stewarding duties including, but not limited to, health and safety awareness, manual handling, equality and diversity, dealing with conflict and aggressive behaviour, accident reporting, using fire extinguishers, accredited first aid training, safeguarding, lost children and dealing with security incidents. All stewards, whether paid staff or volunteers, will be required to undertake disclosure and barring service clearance (previous CRB clearance) and training in these areas. First aid provision will be arranged with St Johns Ambulance, to ensure medical support for staff and the public at all times, and designated First Aid points will be clearly signposted and we will ensure suitable access routes for emergency vehicles and potential for helicopter access with TWFRS and Northumbria Police. All Stewards and staff all equipped with radio equipment and designated staff will have fully charged mobile phones and secure mobile charging stations will be available during rest breaks.

An Evacuation Plan with clear risk assessments, designated evacuation points and emergency escape routes will be compiled and it is not envisaged that escape lighting will be required as this is a daytime event. A specific Fire Evacuation Plan will be documented and fire points will be provided in clearly signed areas around the site portable foam and carbon dioxide extinguishers around the site and a fire point will be located next to the black powder container. Marquee and catering traders are required to provide firefighting equipment in line with their documented risk assessments and will be monitored by Environmental Health and the Site Manager. The public address system will be utilised as an aid to the safe circulation of people and to direct people away from any areas of concern. A Site evacuation plan will also be documented for the campsite and the Sealed Knot has a nominated Incident Controller and Camp Commandant to ensure maximum safety for their members. The event in 2010 highlighted the need for security at the campsite when members are away carrying out their presentations and this has been built into our application.

We appreciate that English Heritage have a duty of guardianship of the Castle and its attached land and we will be sensitive to the soft land, minimising vehicular access to and on the site and enabling suitable off-site parking of vehicles at Bunnyhill, SNCBC Downhill Centre and with agreement Castleview Academy. We also have a team of volunteers who will support the clean up exercise and clearance of the Seaburn Campsite and Hylton Castle sites following the event and will include ongoing support to the site to support replanting and tending to grass areas should this be required. We will promote travel to the event by public transport, advertising bus routes and times, providing a safe and secure bike park and promoting walking routes. We will have clear plans to collect, recycle and dispose of rubbish created at the event and the campsite and will work in close partnership with Sunderland City Council to do this. Campers on the site will use wooden pegs to pitch their tents and be sensitive to the land when cooking. We understand that sections of the fencing need to be removed to enable safe emergency access routes and we will ensure these are carried out by relevantly qualified staff and securely stored during the event. We will act in accordance with the gating orders and will work in partnership with any required Sunderland City Council departments.

We will promote the event locally through leaflets, posters, distribution of information through VCS networks and advertising on partner websites. We will advertise regionally

through local media press releases and good news stories in papers and posted on facebook. We will advertise nationally through heritage information sites, at other heritage events and within the Sealed Knot advertising of its events. We will work closely with the University, College and schools and local photography groups to film the event and take a range of photographs to be displayed in educational establishments.

### The Need for the Project

The need for the event has been identified by the Sunderland North Area Committee to support the development of a heritage site and to engage the local community and visitors from across the region to raise awareness of visitor attractions in Sunderland and specifically the North ahead of a Lottery bid submission to develop facilities on the Hylton Castle 'Castle' site. The Project builds on the work currently ongoing through the Castle in the Community Project who are working with a number of partners including Sunderland City Council, English Heritage and local schools and Organisations to enable the future development of Hylton Castle.

### The Outputs for the Project

Output Code	Description	Number
A6	<b>Number of community or educational events held</b>	1
P3	<b>Number of people volunteering</b>	15

Milestones and Key Events	Forecast Dates
Booked Sealed Knot	31.10.14
Apply for English Heritage Consent	10.11.14
Book Site Infrastructure – Toilets, Fencing, St. Johns Ambulance	01.12.14
Set Up Events Committee – Compile Detailed Action Plan by 01.12.14	1.11.14
Set up Health & Safety Committee – Compile Detailed Action Plan by 14.12.14	14.11.14
Communicate with Northumbria Police & Tyne & Wear Fire and Rescue	31.12.14
Delivery of Event	27.6.15

### Application No.2 – SIB

<b>Funding Source</b>	<b>SIB</b>
<b>Name of Project</b>	Battle Re-enactment Project
<b>Lead Organisation</b>	Sunderland Live

<b>Total cost of Project</b>	<b>Total Match Funding</b>	<b>Total SIB requested</b>
£30,000	£0	£30,000
<b>Project Duration</b>	<b>Start Date</b>	<b>End Date</b>
1 Day	June 2015	June 2015

### The Project

Sunderland Live will deliver a one day event to be held on 27 June 2015 at Hylton Castle. Working closely with The Sealed Knot the event will include a Living History camp, battle

performances and a range of displays from local and regional heritage related organisations and societies.

The Living History display will offer a range of family-orientated learning activities interpreting the life and times of the period. Visitors will be encouraged to ask questions, handle objects and engage with the re-enactors on all levels. We will offer a mix of talks and demonstrations, object-handling and have-a-go taster activities (for example, participative “drill sessions” for both children and teenagers/adults and hands-on period skills and crafts).

In addition to the Living History element, the event will be punctuated with displays and cameo performances which will take action from the history of the engagement. These displays will also help visitors to put the action into perspective in terms of how a pike block interacted with the musketeers to repel a cavalry charge etc; demonstrations of artillery firing and a general build up towards the main battle of the day. This will include a minimum of 15 artillery pieces, pike, musket and horse. Actual numbers cannot be guaranteed but a good turnout would be anticipated

Heritage, community groups and schools within Sunderland will be encouraged to contribute displays for exhibiting at the event thus creating additional audience for the event as well as ensuring there is involvement

The Sealed Knot members will take up residence at Seaburn Camp for the weekend of the event

## **Marketing**

- Media launch involving some members of the Sealed Knot
- Roadside banners
- A3 posters designed and distributed prior to the event.
- A5 leaflets designed and distributed prior to the event.
- An advertisement to be produced and shown on the Big Screen at Sunderland Festival
- Opportunities to promote the event at Penshaw Bowl, Vintage & Retro Festival and Sunderland Festival
- Feature about the event on Sunderland Live’s Website, Twitter, Facebook and Instagram Pages, facts and figures below:

Website Monthly Unique Visitors:	16,522
Website Monthly Page Views:	40,453
Facebook Followers:	5,843
Twitter Followers:	5,754
Instagram Followers:	401

- E-Newsletter to be sent to Sunderland Live’s subscribers
- media promotion using print, radio and television, extensive promotion through social media and information on both Sunderland Live and See It, Do It websites.

- Liaison with Sunderland Live's Business Partners to share event information on Partner mailing lists (in excess of 100,000 people)
- Sunderland Live will ensure evaluation of the event is carried out on the event site and a report will be presented to the Area Committee following the event.

## **Event Management**

Sunderland Live was formed in April 2013 from an already well-established Sunderland City Council events team. The Company has taken on the mantle of delivering a citywide programme of award-winning events that are helping to establish Sunderland regionally, nationally and internationally as a leading destination for events.

From family-friendly experiences to corporate occasions and large scale festivals, Sunderland Live provides and delivers events suitable for all. Over the past 2-3 years the events programme in Sunderland has grown from 15 events to 31 events being delivered by or in partnership with Sunderland Live

The Sunderland Live team have a wealth of experience in event management including:

- Programme Design
- Equipment Hire
- Site Design
- Site Management
- Procurement
- Event Management
- Communications and Media Management
- Liaison with Suppliers, Emergency Services and Contractors
- Brokering partnerships
- Relationship Management
- Health & Safety

The Sunderland Live Team will:

- Liaise with suppliers and procure all infrastructure. All documentation and risk assessments will be collated as part of this process. Sunderland Live will also work with their preferred suppliers to ensure best value for money.
- Liaise with local schools with regard to access to land for parking for visitors.
- Liaise with Sunderland City Council Highways Section to ensure a road closure is obtained prior to the events to accommodate the infrastructure and pedestrian access.



- Liaise with Sunderland City Council Licensing Section to ensure any licences required will be obtained prior to the events.
- Ensure Event Safety Plans are produced which will ensure all health and safety elements, access, traffic management, stewarding, risk assessments, contractor documentation, licences, first aid, lost children and cleansing are in place. The Event Safety Plans will ensure that the events meet the relevant standards as stated in the 'Safer Events Policy' adopted by the City of Sunderland and other partners in Tyne and Wear. Sunderland Live will present the Event Safety Plans to the Multi Agency Group to ensure any issues/comments are dealt with prior to the events.
- Ensure members of the team are dedicated to the events to include Event Management, Site Management, Health and Safety, Relationship Management, PR and Marketing.

### **Additionality**

Sunderland Live has extensive media and business partners contacts that will be utilised for this event. These include advertising and editorial coverage in key newspapers and publications, promotion through radio partners; promotion through social media and business partners.

Sunderland Live has a number of key suppliers who provide the company with best rates for equipment. We will work closely with these suppliers to ensure value for money regarding the infrastructure supplied.

### **The Need for the Project**

Direct request from North Area Committee to Sunderland Live to develop a proposal for this event to deliver to the local area priority of Heritage

### **The Outputs for the Project**

Output Code	Description	Number
A6	<b>Number of community or educational events held</b>	1

<b>Milestones and Key Events</b>	<b>Forecast Dates</b>
Successful Application	31.10.14
Development of Event	1.11.14
Delivery of Event	27.6.15

**Recommendation – Area Committee to consider both applications taking into account results of the formal appraisal and consultation process which will be presented verbally at Area Committee**

## COMMUNITY CHEST 2014/2015 NORTH AREA - PROJECTS APPROVED July – September 2014

Ward	Project	Amount	Allocation 2014/2015	Project Proposals	Previous Approvals	Grants Returned (since April 2014)	Balance Remaining
Castle	<b>HFC United Under 7's</b> - Contribution to purchase 4 new Samba goals along with 9 logoed winter training jackets for team members	£975		£975			
	<b>Hylton Sports Centre</b> - Towards the cost of a buffet at the opening of the new changing rooms at the centre on 24 <sup>th</sup> August for club members and local residents	£500		£500			
	<b>Castletown Community Association</b> - Purchase and installation of 24 new main lights in the community hall	£1,266		£1,266			
	<b>Total</b>		<b>£15,341.50</b>	<b>£2,741</b>	<b>£5,489.84</b>	<b>£626.45</b>	<b>£7,737.11</b>
Fulwell	<b>Seaburn Dene Primary School</b> - Cost of a professional coach and the purchase of costumes for a school performance of Macbeth to celebrate Shakespeare Week.	£300		£300			
	<b>North East Bus Preservation Trust</b> - Towards the cost of 160 printed plaques for vehicle entrance along with provision of disabled toilets at the 30 <sup>th</sup> Annual Historic Vehicle Rally on 25 <sup>th</sup> August 2014	£500		£500			

	<b>Cuthbertson Court Residents -</b> Contribution towards a Christmas meal for 50 people on 9th December 2014 at Martino's, Seaburn.	£500		£500			
	<b>St Chad's Table Tennis Club -</b> Contribution towards the costs of training at a development centre, exhibitions, tournaments, and equipment.	£440		£440			
	<b>Total</b>		<b>£14,596.77</b>	<b>£1,740</b>	<b>£5,236.58</b>	<b>£26.16</b>	<b>£7,646.35</b>
<b>Redhill</b>	<b>Revelstoke Road Childrens Home –</b> As a contribution towards accommodation costs for two, two day trips to Blackpool for three children and staff members	£500		£500			
	<b>Boldon Colts Vipers FC –</b> Contribution towards the purchase of 14 new football kits for team members	£250		£250			
	<b>Total</b>		<b>£27,409.66</b>	<b>£750</b>	<b>£1,242</b>	<b>£33.16</b>	<b>£25,450.82</b>
<b>Southwick</b>	<b>Bizzy B's -</b> Contribution towards 4 Community Fun Days in partnership with Gentoo on 22nd,24th, 29th and 31st July within the Southwick Ward. Costs will include hire of a bouncy castle and inflatable over the 4 events.	£860		£860			
	<b>Total</b>		<b>£13,040.29</b>	<b>£860</b>	<b>£2,600</b>	<b>£0</b>	<b>£9,580.29</b>
<b>St Peter's</b>	<b>Social Chef -</b> Delivery of 10 cookery tutor sessions within the St Peters Ward delivered from St Andrews Church kitchen with a view to starting a self-sustaining cookery club. Costs include a sessional chef, room hire, food, materials, equipment and admin costs.	£1,333		£1,333			
	<b>Total</b>		<b>£13,861.31</b>	<b>£1,333</b>	<b>£1,395</b>	<b>£26.16</b>	<b>£11,159.47</b>
<b>Totals</b>			<b>£84,249.53</b>	<b>£7,424</b>	<b>£15,963.42</b>	<b>£711.93</b>	<b>£61,574.04</b>

# Current Planning Applications(North)

Between 01/08/2014 and 25/09/2014

Reference	Address	Proposal	Date Valid	Target Date for Decision
14/01616/LP4	Londis48 - 50 Castleford Road CastletownSunderlandSR5 3TJ	Installation of an ATM through brickwork to the front elevation.	14/08/2014	09/10/2014
14/01617/ADV	Londis48 - 50 Castleford Road CastletownSunderlandSR5 3TJ	Display of internally illuminated signage to ATM.	14/08/2014	09/10/2014
14/02114/ADV	Hylton Riverside Retail Park Timber Beach RoadSunderland	High level sign on existing totem pole.	15/09/2014	10/11/2014
14/01810/FUL	3 Prince George Avenue SunderlandSR6 9AG	Erection of a two storey extension to side and rear and a single storey extension to rear (Amended Description 19.08.2014).	08/08/2014	03/10/2014
14/01883/LAP	Fulwell Infant School Ebdon LaneSunderlandSR6 8ED	Installation of automatic traffic control barrier to entrance of school.	11/08/2014	06/10/2014
14/01736/FUL	51 Staveley Road Seaburn DeneSunderlandSR6 8JR	Erection of single storey rear extension.	18/08/2014	13/10/2014

Reference	Address	Proposal	Date Valid	Target Date for Decision
14/01943/FUL	28 Lonsdale Avenue Sunderland SR6 8AY	Erection of Single storey extension to side and rear.	20/08/2014	15/10/2014
14/02044/SUB	2 Swaledale Sunderland SR6 8AH	Erection of a single storey extension to side and rear. (Resubmission)	04/09/2014	30/10/2014
14/01950/PRI	10 Gloucester Avenue Sunderland SR6 9ED	Erection of a single storey rear extension. (Extends 3.6m from the original dwelling, 3.5m in height and 2.3m to the eaves)	05/09/2014	17/10/2014
14/01961/FUL	43 Torver Crescent Sunderland SR6 8LH	Erection of a first floor side extension above existing garage	09/09/2014	04/11/2014
14/01846/FUL	71 Rochdale Road Sunderland SR5 5NL	Erection of single storey extension to rear including access ramp.	06/08/2014	01/10/2014
14/00912/FUL	52 Roxburgh Street Fulwell Sunderland SR6 9RP	Erection of single storey infill extension between existing cottage/garage and conversion of existing garage to habitable rooms to include external alterations.	04/08/2014	29/09/2014

<b>Reference</b>	<b>Address</b>	<b>Proposal</b>	<b>Date Valid</b>	<b>Target Date for Decision</b>
14/01888/FUL	17 Craven CourtSunderlandSR6 0RQ	Erection of a single storey extension to front and rear of property and bay window with balcony to first floor level of rear elevation. Installation of rooflights to front and rear roof planes.	13/08/2014	08/10/2014
14/01701/FUL	45 Enid AvenueSunderlandSR6 9LJ	Erection of detached double garage to side of property.	18/08/2014	13/10/2014
14/02075/FUL	42 Fairlands EastSunderlandSR6 9QX	Erection of a sun lounge to side	09/09/2014	04/11/2014
14/01533/FUL	Victoria Mews2 South CliffSunderlandSR6 0PH	Conversion of Dwelling House into Two Flats	10/09/2014	05/11/2014
14/01796/FUL	16 WentbridgeSunderlandSR5 5TF	Erection of conservatory to rear of property.	01/08/2014	26/09/2014
14/01812/FUL	13 Newbridge AvenueSunderlandSR5 1LD	Erection of a two-storey side and single-storey front extension (AMENDED DESCRIPTION 08.08.2014)	04/08/2014	29/09/2014

Reference	Address	Proposal	Date Valid	Target Date for Decision
14/01873/LP4	179 Newcastle Road Sunderland SR5 1JN	Change of use from park keepers house to community cafe and offices including alterations to openings to the north, south and west elevations, installation of pitched roof to single storey extension to north elevation, decking to west elevation, access ramp and erection of timber bin store to north elevation (amended description 15.09.2014)	12/08/2014	07/10/2014
14/01887/VAR	The Torrens North Hylton Road Southwick Sunderland SR5 3TU	Variation of condition 4 attached to planning application 14/00847/FUL (Change of use from public house Class A4 to four retail units within Class A1 and external alterations to include siting of an ATM) to extend permitted operating hours to 06:00 and 23:00 every day (AMENDED DESCRIPTION 26.08.2014)	13/08/2014	08/10/2014
14/01778/FUL	Land At West Quay Crown Road Sunderland SR5 2BS	Provision of hardstanding to facilitate change of use to storage of vehicles (Use Class B8), erection of palisade fencing and creation of new access from Crown Road (AMENDED DESCRIPTION 16.09.2014)	22/08/2014	17/10/2014
14/02154/TEX	Land Opp 105 And 107 Newcastle Road Sunderland	Erection of a 12m high Phase 4 Streetworks Tower and 1no. Pogona Cabinet	16/09/2014	05/11/2014

<b>Reference</b>	<b>Address</b>	<b>Proposal</b>	<b>Date Valid</b>	<b>Target Date for Decision</b>
14/02152/TEX	Land Opposite 27-31 Hylton Lane Hylton Castle Sunderland	Replacement of existing tower with 15.2m high tower with associated cabinet (cell id SR0021)	17/09/2014	06/11/2014
14/02062/VAR	Site Of Former Swimming Baths Newcastle Road Sunderland	Variation of condition 2 of approved application 13/02388/FUL (Proposed residential development of 34 units, associated access and landscaping). To allow plots 10,11,12 and 14 to be handed.	17/09/2014	17/12/2014
14/02059/FUL	Site Of Former Swimming Baths Newcastle Road Sunderland	Substitution of house types for Plots 19-24 of previously approved application ref. 13/02388/FUL (Site of former Newcastle Road Swimming Baths) including change of use of land to private residential curtilage (proposed Plot 19).	17/09/2014	12/11/2014