

EAST SUNDERLAND AREA COMMITTEE

AGENDA

Monday, 16th September, 2013 at 5.30pm

VENUE – Committee Room No. 6, Civic Centre

Membership

Cllrs E Ball (Chair), A Emerson (Vice Chair – People), L Scanlan (Vice Chair – Place), E Gibson, C Marshall, D Errington, M Mordey, T Martin, B McClennan, I Kay, B Price, A Farr, P Wood, M Forbes and P Maddison.

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1. (a) Chairman's Welcome; (b) Apologies for Absence; (c) Declarations of Interest; and (d) Minutes of the last meeting held on 25 th June 2013	1
2. Strengthening Families Presentation	-
3. Partner Agency Reports (a) VCS Area Network Progress Report (b) Northumbria Police Update (c) Tyne and Wear Fire and Rescue Service Update (copy attached)	9
4. Place Board Progress Report (copy attached)	10

Contact: Matthew Jackson, Governance Services Officer Tel: 561 1055
 Email: matthew.jackson@sunderland.gov.uk
 Nicol Trueman, East Area Officer Tel: 561 1162
 Email: nicol.trueman@sunderland.gov.uk

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

6th September, 2013

At a meeting of the EAST SUNDERLAND AREA COMMITTEE held in the CIVIC CENTRE, SUNDERLAND on TUESDAY, 25th JUNE, 2013 at 5.30p.m.

Present:-

Councillor Ball in the Chair

Councillors Emerson, Errington, Farr, Forbes, E. Gibson, Kay, Maddison, Marshall, McClennan, T. Martin, Mordey, Scanlan and Wood

Also Present:-

- | | |
|------------------|--|
| Andrew Carton | - East Locality Manager, Sunderland City Council |
| Hazel Clark | - East VCS Network Representative |
| Alan Duffy | - Head of Operations, Gentoo |
| Philip Foster | - Care and Support, Health Housing and Adult Services, Sunderland City Council |
| David Groark | - Area Response Manager, Sunderland City Council |
| Mick Hall | - Northumbria Police |
| Paula Hunt | - East VCS Network Representative |
| Matthew Jackson | - Governance Services Officer, Sunderland City Council |
| Kasia Kurowska | - Partnership Manager, Age UK Sunderland |
| Trish Lynn | - Operations and Performance Manager, SNCBC |
| Jen McKeivitt | - East VCS Network Representative |
| Keith Moore | - Executive Director of Children's Services and Area Lead Executive, Sunderland City Council |
| Gillian Robinson | - Area Co-ordinator, Sunderland City Council |
| Nicky Rowland | - Area Response Manager, Sunderland City Council |
| Jamie Southwell | - Northumbria Police |
| Nicol Trueman | - Area Community Officer, Sunderland City Council |
| Claire Tully | - Community Relations Officer, Nexus |

Chairman's Welcome

The Chairman welcomed everyone to the meeting.

Apologies for Absence

Apologies for Absence were received on behalf of Councillor Price along with Joe Cummings and Chris Marshall.

Declarations of Interest

There were no declarations of interest.

Minutes of the Last Meeting of the Committee held on 22nd April, 2013

1. RESOLVED that the minutes of the previous meeting held on 22nd April, 2013 be confirmed and signed as a correct record.

Setting the Scene for 2013/14

The Chairman delivered a presentation which informed the Committee of the work that had been done over the last year and the work that was to be done over the coming year.

Councillor Wood queried what role the People Board would play in the consultation on the libraries. Councillor Emerson advised that an additional meeting of the board had been arranged to look at this consultation.

Councillor Forbes queried whether there were any restrictions on how the £20,000 of health funding could be spent. Nicol Trueman advised that an indication of how the funding could be spent would be provided and that the funding allocations would be approved by the Area Committee.

Councillor Mordey advised that there would be a breakdown of where Section 106 funding and Play and Urban Games Strategy funds had been spent sent to Members and that it would be discussed by the Place Board.

2. RESOLVED that the presentation be received and noted.

Partner Agency Reports – Report of the East VCS Area Network

The VCS Network submitted a report (copy circulated) which provided the Committee with an update on the work the area network had delivered since April 2013.

(For copy report – see original minutes)

Jen McKevitt introduced the report and drew Members attention to the key areas of influence and achievements of the East VCS Area Network.

Paula Hunt added that there had been a series of meetings held with the representatives. Last week there had been a meeting held at Ryhope CA and the outcomes of this meeting would be circulated.

Councillor McClennan stated that it would be useful to know the number of organisations which had expressed an interest in supporting the Area Committee priorities. Ms Trueman agreed to provide this information.

3. RESOLVED that the report of the East VCS Area Network be noted.

Partner Agency Report – Northumbria Police

Neighbourhood Inspector Mick Hall presented an update on the crime statistics for the Sunderland Central area. He advised that across the entire force area this area had seen the biggest reduction in the number of crimes over the last year. In Millfield there had been 1000 fewer crimes.

Compared with this time last year there had been some increases. All crime in the area had increased by 38 additional crimes; there had been 35 additional vehicle crimes which had mostly been opportunist thefts from vehicles when people had left items on display. Burglaries had increased by 24 crimes; 13 of these had been burglaries of sheds and garages. There had been 33 additional thefts of bikes from the city centre which had partly been due to people leaving their bikes unlocked; the people responsible for 20 of these thefts had been imprisoned.

Anti social behaviour had decreased significantly with 300 fewer calls, a 36 percent reduction.

Inspector Jamie Southwell provided the figures for the Ryhope and St Michaels and Hendon area. He stated that it had been a challenge to maintain the reductions. There had been 48 fewer crimes across the area when all of the other force areas had shown an increase. Burglary was at the same level as last year; there had been work to target offenders. Theft from vehicles had increased by 6 crimes; this was mostly opportunist thefts from unlocked vehicles; there had also been an increase in thefts of car parts. Burglary other than dwellings had reduced by 12 percent and there had been 10 fewer cases of criminal damage. Metal thefts were not as much of a problem as they had been however over the last couple of weeks there had been an increase; two gangs who had been responsible for these have been caught and there had been an arrest made in connection with the headstone stolen from Sunderland Cemetery.

Youth Anti Social Behaviour had reduced by 14 percent while all Anti Social Behaviour had reduced by 23 percent.

Councillor Mordey referred to the homophobic attack reported in the Sunderland Echo; he asked whether there was a problem with hate crimes in the area. Inspector Southwell advised that it was an unusual incident and it was being investigated. An arrest had been made in connection with the incident.

In response to a query from Councillor Scanlan inspector Hall stated that a lot the violence in the city was related to alcohol. Out of 812 crimes only 14 had been racially motivated incidents. Inspector Southwell added that in his area the majority of violent crimes had occurred within the home with the offender being known to the victim.

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

Partner Agency Report – Tyne and Wear Fire and Rescue Service Update

The Chairman advised that as there was not a representative of the Fire and Rescue Service in attendance that the item would be deferred to a future meeting of the Committee.

Place Board Progress Report

The Chair of the Place Board submitted a report (copy circulated) which provided an update on the progress against the Place Board's Work Plan for 2013/14.

(For copy report – see original minutes)

Councillor Scanlan, Chair of the People Board, presented the report and advised the Committee of the membership of the board; the boards were open to all Members to attend however only core Members needed to attend as the information would be fed back to the other Members by the core Members.

Nicky Rowland then provided an update on the dog fouling issue in the area; she advised that it was a bigger issue than the statistics suggested. Resources had been targeted in areas where there were the biggest problems and work had been done with the enforcement officers from other areas. Within Ryhope there had been a number of warnings issued and two fixed penalty notices.

Councillor Scanlan then referred to the Millfield Gateway project. She advised that this was the only project not to have started and this was due to consultation still being carried out with residents; the project would be considered by a future meeting of the board.

Councillor Wood referred to the works at Grangetown shops. There was an urgent need for work to be done to improve this shopping centre which served the residents of three wards. He also asked what the savings on Ryhope Road had been. Nicky Rowland advised that there had been £20,000 allocated to the works on Ryhope Road, there had been £6,000 spent on trees with a further £2,000 spent on labour costs. There had been a request to

spend some of this remaining funding on extending the scheme to B & Q at Grangetown.

Councillor Kay referred to the visits which had been undertaken as part of the gateway project. He advised that all of the shopping centres in the area were different however all of them were in need of improvement. He felt that there was a need to get residents and businesses involved; at Hylton Road there had been engagement with residents and businesses on other issues and there had been a good level of dialogue achieved.

5. RESOLVED that:-
 - a. The membership of the Place Board, as set out in paragraph 3.1 be agreed.
 - b. The report, work plan and forward plan be noted.
 - c. The proposed shopping centres to be included in the Gateway Programme 2 be agreed.

People Board Progress Report

The Chair of the People Board submitted a report (copy circulated) which provided Members with an update on the progress made against the People Board's work plan for 2013/14 and sought approval of the membership of the board.

(For copy report – see original minutes)

Councillor Emerson, Chair of the People Board, introduced the report and advised the Committee that the proposed Membership of the board was detailed at paragraph 3.1 of the report. For members information he also advised that Councillors Forbes and T. Martin would continue to be the LMAPS representatives for the area.

Andrew Carton referred to the work that had been done around NEETs; he advised that there had been a meeting held with organisations who provided support to NEETs and as a result of this the focus of the work had been expanded. There had been a spreadsheet developed which showed the NEET young people in the area and also detailed what services they were engaged with.

Councillor T. Martin stated that there was a need for schools to sell the benefits of apprenticeships to pupils. There were a number of companies in the area which provided apprenticeships.

Councillor McClennan asked for further information on the events for young people which were to be held; she wanted to know whether there would be one event or several local events. Local events were preferable as young people might find it difficult to get to centralised events. She also advised that there was a job fair being held at Chance in July and suggested that the event for Hendon could be tied in with this job fair. Mr Carton advised that originally

there would have been one event for the area however there was now to be 5 local events across the area. There was an event at Hendon Young People's Project arranged however he agreed to work with the job fair at Chance to provide additional support.

Councillor Kay stated that the £500 for the events was very good value for money. He queried how many people would be targeted by the events. Nicol Trueman advised that work would be done with the Connexions advisors so that the right people were targeted. Keith Moore advised that there was an event being held at the Stadium of Light to link businesses with schools.

Councillor Emerson then referred to the Football Association National Game Strategy and advised that the list of recommended locations had now been narrowed down to a shortlist of three sites which were Backhouse Park, Hendon Grange and Tunstall Hill.

Councillor Errington asked for clarification of which ward the goalposts at Tunstall Hill would be in. Nicky Rowland advised that the site was within Doxford Ward.

Councillor Mordey queried what size the goal posts would be and also expressed concerns that the Hendon Grange site might not be big enough for a full size pitch. Ms Rowland advised that there had been the option of full size or five-a-side goals and it had been agreed that full size goals be installed. There would not be pitches marked out. Ms Trueman added that the sites would be more of a kick about area than formal football pitches and if the sites were not used it would be possible to move the goalposts to another site.

Councillor Forbes referred to the proposal to install goalposts in Backhouse Park; most of the land was sloping and would not be suitable, she queried where in the park the goalposts would be installed and also asked whether the Friends of Backhouse Park group had been consulted. Ms Rowland advised that the goalposts would be installed on an area of hard standing at the top of the park where young people currently played.

The Chair agreed that the friends group should be consulted prior to any work being undertaken.

Councillor Kay expressed concerns over the proposed locations; Hendon Grange and Backhouse Park were very close together and Tunstall Hill was inaccessible and not all of the young people in the area would be within an accessible distance of the facilities. He felt that there needed to be investigation into whether there were any other locations available. He also stated that Galleys Gill was not an appropriate location and it was good to see that this had not been shortlisted.

Jen McKeivitt stated that there were a lack of facilities in Middle Hendon; she suggested that the land at Salem Street could be used for play facilities. Ms Trueman advised that this would be looked at a part of the Play and Urban

Games Project which was a much larger project than the FA National Game Strategy.

Councillor Scanlan queried why only 3 locations had been chosen and asked whether the Area Committee could fund any additional goal posts. Ms Trueman stated that the funding provided had been shared evenly across the five areas of the city and this had resulted in there being 3 goal posts available for each area; to fund additional goal posts there would be a need to look at what the ongoing maintenance costs would be.

6. RESOLVED that:-
 - a. The report, work plan, forward plan and youth commissioning update be noted.
 - b. The membership of the People Board and east LMAPS as detailed in paragraph 3 be approved.
 - c. The area based local authority governors to investigate and feedback what level of impartial career guidance was being delivered by local secondary schools by September 2013.
 - d. A SIB project proposal on encouraging local business to enrol a young apprentice be presented to a future meeting for consideration.
 - e. The 3 goal post locations be agreed as Backhouse Park, Hendon Grange and Tunstall Hill.

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

The Chief Executive submitted a report (copy circulated) which provided Members with the financial statement for the allocation of Community Chest and SIB and requested the Committee to give consideration to the allocation of SIB funding.

(For copy report – see original minutes)

Nicol Trueman presented the report and advised Members of the financial statements which were set out in paragraphs 2.1 and 3.1. She also drew Members attention to the previously approved Community Chest applications which were detailed at Annex 1. Members were also asked to agree to align £2,500 of SIB funding to the NEET Roadshow Project to cover the costs of hosting the road shows across the area targeting young people; this was the result of work done by the People Board and should Members agree to align the funds to the project there would still be £370,178 of SIB available to be allocated.

Councillor Mordey referred to the proposal to align funding to the NEET roadshows; he stated that it seemed like a very small amount of money and was concerned that it would lead to the events being run on a shoestring. He felt that if further funding was required that the Chairman be approached to agree additional funding.

Andrew Carton advised that the funding was only to cover certain costs associated with the roadshows and that he was willing to approach the providers to see whether they felt additional funding would be required. Ms Trueman added that there had been discussions on this matter and it had been agreed that £500 each was sufficient to allow the operation of the roadshows.

Councillor Mordey then asked whether there had been any new allocations of funding for the Walk and Talks; he also stated that he felt that there should be a walk and talk budget for the city centre. Ms Trueman advised that there had not been any new allocation yet as the budget from last year had not been fully spent yet.

7. RESOLVED that:-
 - a. The financial statements set out in paragraphs 2.1 and 3.1 be noted.
 - b. The 18 approved Community Chest applications detailed in Annex 1 be noted.
 - c. £2,500 be aligned to the NEET roadshow project as set out in section 3.2 and should further funding be required for the project the Chairman be given the authority to agree the funds on behalf of the Committee.

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

(Signed) E. BALL,
Chairman.

5TH SEPTEMBER 2013

**REPORT OF THE EAST VOLUNTARY AND COMMUNITY SECTOR (VCS) AREA NETWORK
VCS PROGRESS REPORT**

1. Purpose of the Report

1.1 The report provides an update with regard to the East Area Voluntary and Community Sector (VCS) Network.

2. Background

2.1 To develop the capacity and influence of the 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 East Area VCS Network delegates will present a report to each Area Committee meeting informing Members of activity, progress, issues and concerns of the sector.

3. East Area VCS Network Progress Report

3.1 The East Area VCS Network has met twice since the last Area Committee in June 2013.

- VCS Organisation who expressed an interest in supporting the Area Committee to deliver actions have been holding working group meetings on specific priorities / projects, to support the Area Committee / Boards in their work plans. This has involved:-
 - i) Supporting the better than basic signage project for the coastal path,
 - ii) Improving the visual appearance of the shopping centres across the East area, and
 - iii) Supporting the development of the on-line directory for adult social care, 50+ age group.
- VCS Area Networks have been consulted on the review of the library service to provide opportunities to inform new proposals for potential locations for book collections, reservations and outreach programmes and future use of community assets.
- The Network has been invited to contribute to discussions with regards to the City Council's VCS Relationship Transition Project. The project will consider how best the council can work with the sector to achieve joint objectives and priorities going forward.

4. Recommendation

4.1 Members are requested:-

- (a) To note the contents of the report and consider the opportunities and issues raised by the East Area VCS Network.

Contact: Paula Hunt, Co-Vice Chair Area Network Representative
Email: paula@paulahunt.wanadoo.co.uk
Hazel Clark, Area Network Representative.
Email: hazelclarkcc@yahoo.co.uk
Jen McKevitt, Area Network Representative
Email: jmckevitt@backonthemap.org

5TH SEPTEMBER 2013

REPORT OF THE CHAIR OF THE PLACE BOARD

Place Board Progress Report

1. Purpose of Report

- 1.1 The report provides an update of progress against the Place Board's Work Plan for 2013/14.

2. Background

- 2.1 In April 2013 the Local Area Plan's priorities associated with Place were referred to the East Sunderland Area 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. Key Areas of Influence/Achievements

- 3.1 Outlined below is a summary of the key areas of influence / achievements of the East Sunderland Area Place Board up to 30th August 2013.

Action Taken	Outcome
Responsive Local Services (RLS) Streetscene	
Implementation of Phase 1 RLS in April 2011 and Phase 2 in April 2012	<ul style="list-style-type: none"> Phase 1 RLS included cleansing focusing on litter, dog fouling, graffiti, refuse, grass cutting, enforcement and general grounds maintenance Phase 2 RLS included the incorporation of the parks, open spaces, cemeteries, play areas, the seafront / resorts and nursery production.
Dog fouling campaign – Ryhope	<ul style="list-style-type: none"> Focused 8 week campaign involving East and North Environmental Enforcement Officers targeting dog fouling in specified locations; increasing awareness with dog handlers and residents; improving street signage; and zero tolerance enforcement where necessary.
Dog Control Order report	<ul style="list-style-type: none"> Further to corporate approval and delegations, Members are being asked to consider the requirements for dog control and enforcement locally, at Place Boards prior to operational implementation in Autumn 2013.
Commercial Voluntary Code of Practice (VCoP)	<ul style="list-style-type: none"> Ongoing development of a Voluntary Code of Practice (VCoP) concerning environmental quality awareness and impact on local communities. VCoP is currently being developed in conjunction with the North Area team and will be incorporated as part of the Gateway II project 2013/14.
Part 3 Clean Neighbourhoods and Environment Act 2005 – Vehicles for sale on the highway	<ul style="list-style-type: none"> Implementation of Part 3, Clean Neighbourhoods and Environment Act 2005 – Vehicles for sale on the highway in January 2013 with projects ongoing.

City Centre Regeneration Coordination	<ul style="list-style-type: none"> • A technical group, recently formed by the City Centre Management Group designed to coordinate regeneration activities in the City Centre with direct input from an RLS perspective, will commence in September 2013.
Core Strategy	
Place Board received a presentation on the Core Strategy.	<ul style="list-style-type: none"> • The Core Strategy pulls together and delivers other plans and strategies that have land use requirements e.g. Economic Masterplan, Local Transport Plan, Waste Strategies, etc. • There are 12 strategic policies covering the full spectrum of planning, from areas where development is proposed to where there should be restraint. • It covers items, such as, housing, employment, retailing, transport, the city centre, looking after our built and natural environment. • The proposed timetable for next steps include: i) April 2014, Publication of Draft Consultation ii) February 2015, Submission Draft, iii) April 2015, Public examination before an independent Inspector, and iv) January 2016, Adoption.
Area Priority: Walk and Talk Programme	
To celebrate what is good in neighbourhoods, by delivering positive activities.	<ul style="list-style-type: none"> • Doxford update: Meeting hosted with a group of young volunteers from The Box Youth Project in July 2013, who held a community event on the 7th September. Future programmed work will include working with Benedict Biscop Academy and Mill Hill Primary School. • Hendon update: Meeting hosted with a group of young people from Groundworks North East to discuss their thoughts about the neighbourhood and Back on the Map delivered a community day on the 8th August 2013. Future programmed work will include working with Hudson Road Primary School and Living History North East. • Millfield update: All Millfield Cllrs attended a litter pick 30th July 2013 at Holly Court, followed by a community BBQ organised by Groundworks North East at St Marks Community Centre for local residents and young people to help promote cohesion. There are opportunities for local groups to participate in future programmed work in this ward. • Ryhope update: Cllrs, residents and volunteers from Ryhope Community Centre promoted the Ryhope Carnival by posting leaflets to every household in the village to help promote the positive event in their village. There are opportunities for local groups to participate in future programme work in this ward. • St Michaels update: Discussions have been had with local primary schools, residents groups and youth clubs. It is expected that a schedule of sessions will be agreed in the near future.
Area Priority: Gateway Programme One	
Improving the visual appearance of the	<ul style="list-style-type: none"> • Millfield update: Revised plan had been created based on feedback from Place Board and local residents. The tender

<p>main roads leading into the City Centre.</p>	<p>has been advertised and work is programme to commence in Autumn 2013.</p> <ul style="list-style-type: none"> • Ryhope update: A draft tender document has been produced for the art features on the roundabouts, this will be subject to consultation with local Cllrs, VCS groups and residents. • Doxford Update: Phase one of the bulb planting scheme to the roundabout on Doxford Park Way is complete with blooms expected in September through to early November. Spring and Summer bulbs will be planted in phase two in November for a March display. • Hendon Update: The flower bed to the entrance of Barley Mow park on Villette Road has been redesigned with different variety of plants and flowers for this year, providing addition height and a greater visual impact. • St Michaels update: 36 additional blossom trees in a variety of species have been planted in all obvious gaps in the central reservation on Ryhope Road. Additional flowering planters were placed on paved areas on Ryhope Road, where possible.
<p>Area Priority: Gateway Programme Two</p>	
<p>To improve the visual appearance and reputation of secondary shopping centres across the East area.</p>	<ul style="list-style-type: none"> • In July, the Place Board discussed the main issues identified related to shop fronts, signage, shutters, road markings, street furniture, cycle frames, pavements, pot holes in roads, car parking, litter bins, road islands, empty commercial properties and poorly maintain residential properties, trees and vegetation. • A verbal update of the Place Boards recommendations will be provided at the meeting.
<p>SIB Live Projects</p>	
<p>To receive updates on all 'live' SIB funded projects, relating to Place based priorities.</p>	<ul style="list-style-type: none"> • In July, the Place Board received a performance management report on all live SIB projects relating to Place, these included: <ul style="list-style-type: none"> i) Vehicle activation signs, ii) Tunstall Allotments community gardens, iii) Better than basic signage - coastal path, iv) Gateway one – improving the visual appearance of the main roads leading into the City Centre, v) Doxford toddlers play safe scheme, and vi) Walk and talk programme. • All projects are delivering as expected, with no concerns reported.

4. Recommendation

Committee are requested to:-

(a) Note the report, and the Place Board’s work plan update (Annex 1).

Contact Officer: Nicol Trueman, Area Officer (East Sunderland) Tel: 0191 561 1162
Email: Nicol.trueman@sunderland.gov.uk

PLACE BOARD PRIORITIES - Area specific contribution to Corporate Outcome Framework and the Transformation of Council Services

Influencing Core Services/Activities devolved to Area Committee	Why it is coming to the Board?	When will it come to the Board?	Action Required by the Board	When will Area Committee Decision be required	RAG	Progress	Completed?
1 Responsive Local Services - Streetscene	To influence delivery of responsive local services in the East	Monthly basis	Work with Area Response Manager to identify opportunities to influence service; Review existing service scope and re-consider how members can influence future delivery - particularly focusing on agreement of programmed activities and the implementation of Dog Control Orders	As required	G	Ongoing reports and issues are discussed at each Place Board, with options / recommendations for improvements being presented to Area Committee, as and when required. ONGOING	
2 Highways Maintenance	To influence the highway maintenance programme in the East	Dec-13	Members to reflect upon success and influencing role of 2012/2013 Capital Programme; Members to feed in views to prioritise works for inclusion in the annual Capital Programme;	Jan 2014 (provisional)	G	Draft list of proposed roads to include in next years programme established, which will receive updates throughout the year. It will be discussed at Area Committee before being referred to Highways Programme in Jan 14.	
3 Public Protection and Regulatory Services	Consideration to be given to potential alignment of the services with the Board. Services in scope including trading standards, food standards, pollution control, pest control and licensing	Nov-13	Establish understanding of services delivered at a local level; Look to develop early intervention activities which support vulnerable groups within the locality	As required	n/a		
4 Play and Urban Games Strategy	Influence the update of the strategy - consider with more relevance to board or ward basis	tbc	tbc	tbc	n/a		
5 Section 106	Give consideration to how members can influence the refinement of policy in order that they are involved earlier to influence how S106 could be used and member involvement on individual cases thereafter	tbc	tbc	tbc	n/a		
6 Parking Management Schemes	Members to be consulted on Parking Management Schemes should they be proposed for the area	As required	As required	As required	n/a		
7 Local Development Framework (LDF), Core Strategy and associated documents	Members to be consulted on process for the review of the Strategy, share views and feed into the public consultation process	Jul-13	Members to bring local knowledge to inform the development of the future policy	Not applicable	G	Briefing completed for East Place Board and public consultation exercise underway. Relevant feedback to be provided at the end of the consultation exercise.	
8 Housing Renewal	Consideration to be given to how the board could inform the development of annual delivery plans and identify local hot spots for target action	tbc	tbc	tbc	n/a		
Additional Area Priorities							
1 Walk and Talk Programme	To undertake walk and talks in the area to identify issues and improvement activity with local people. a quarterly basis across the area.	Oct-13	Joint walk and talks routes to be agreed and delivered on a quarterly basis across the area. Ethos of the programme to be evolved to include 'Celebrating what is good about the Area'.	n/a	G	1st wave of sessions agreed, 2nd currently being arranged. Update on progress and new way of working to be discussed at the Oct Place Board. Information to be publicised across the East, via VCS Area Network, Community News and Press Releases. Actions to be logged and agreed at the end of each walk and circulated to 'Lead' to action. Bi-monthly updates circulated to key contacts and monitored by Board representative. Support will be provided to members by Scrutiny and Area Arrangements.	

						SIB budget aligned to priority. Ward Cllrs in consultation with Place Chair and ArO to agree projects and report into Place Board. Balance remaining per ward; Doxford £7,183 (restricted), Hendon £6,160, Millfield £4,650 (restricted), Ryhope £6,631 and St Michaels £11,500 (restricted). An additional £6,000 was approved via delegated decision to allocated in the City Centre
2	Gateway II - Shopping Centre	Gate way II - Improve the visual appearance of the secondary Shopping Centres to enhance the reputation of the area.	Sep-13	Develop and deliver a programme of improvement activity to enhance the appearance of a range of the secondary shopping centres located across the East area	Sep-13	G A report will be presented to Area Committee.

G	Progressing on target
A	Progressing but behind schedule (with plans in place to action)
R	Not progressing

16TH SEPTEMBER 2013

REPORT OF THE CHAIR OF THE PEOPLE BOARD

People Board Progress Report

1. Purpose of Report

- 1.1 The report provides an update of progress against the People Board's Work Plan for 2013/14.

2. Background

- 2.1 In April 2013 the Local Area Plan's priorities associated with People were referred to the East Sunderland Area 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. Key Areas of Influence/Achievements

- 3.1 Outlined below is a summary of the key areas of influence / achievements of the East Sunderland Area People Board up to 30th August 2013.

Action Taken	Outcome
Influencing Core Services devolved to Area Committee	
Library Services	Members have helped to influence the development of a new modern library service for the city. The proposals for the service included library hubs in each of the five areas of the city, supported by community libraries and a programme of community outreach activities to take services into neighbourhoods. Area Boards were asked to bring their own understanding of their communities and identify potential venues for community outreach programmes, community book reservation and collection service, any issues they are aware of in terms of residents accessing local provision in addition to potential use of closed buildings. The decision on the future provision of the service will be made by the Council's Cabinet on 4th September and the changes are due to be implemented as from October 2013
Childrens Centres	July Board received presentation on the re-commissioning of Childrens Centres with members requested via email for suggestions for any services/programmes that can improve health in the East, ideas to influence and increase in participation in parenting skills, increase in volunteering opportunities and consider whether crèche facilities are an issue.
XL Youth Villages	
The provide quarterly progress updates.	<ul style="list-style-type: none"> Continuing with outreach work in the city centre and Mowbray Park on Friday evenings. Staff are working with groups of sexually active young males around sexual health. At the request of the police the XL Village Team started doing outreach sessions over the summer on Saturday evenings around Black Road

in Ryhope. They have established contact with a group of young people who would not attend any youth provision. Over a period of time young people have engaged with staff and have requested that future sessions involve XL Village equipment, i.e. cinema box. The aim of this work will be to encourage young people to take up positive activities offered in the area.

Youth Commissioned Contracts

To provide progress updates.

- All four commissioned youth providers have met their 1st quarter (April – June) targets for contacts and participation in both 8 -10, and 11 – 19 year old contracts.
- All providers are well on their way to achieving their 2nd quarter targets.
- Providers are slightly low on their recorded and accredited outcomes target, due to the length of time it takes for young people to complete events and courses. Recorded and accredited outcomes are usually populated on the electronic youth system towards the end of the year.

Young People Not in Education, Employment or Training (NEETs)

To deliver five NEET road shows across the area.

- The commissioned youth projects and staff from Connexions worked together to plan and deliver the road shows. This included identifying NEETs and service providers who could attend the events, as well as, booking venues, date/times and promotion.
- Each event had between 8 – 12 training providers and services in attendance. Results are shown below:

Ward	Attendees	NEETs	U/K	Training	Education	Employment
Doxford	1	0	0	1	0	0
Hendon	7	1	4	0	1	1
Millfield	5	1	2	1	1	0
Ryhope	11	0	1	6	4	0
St Mich	8	0	3	4	1	0
Total	32	2	10	12	7	1

- Positive outcomes include: 32 NEETs engaged in the events, with 20 making an informed decision to move out of NEETs into EETs.
- The delivery of the road shows also strengthened the partnership working between the commissioned youth providers and Connexions staff.

Transformation of Adult Social Care:

Raising Awareness of Services Available:
Mapping exercise and on-line directory.

- In July, the mapping exercise of services available to adults aged 50+ was completed, which identified over 400 services. From the list, Members identified what existing services may need additional support to cope with an increase in customers / membership if the service was promoted in an on-line directory. Nearly 200 services were contacted and surveyed.
- The results found that the majority of the services have the capacity to increase their membership without no impact being felt, and welcomed the opportunity to be involved in an on-line directory.
- Where services did not have the capacity to increase membership, the issues related to - extra equipment and more volunteers being needed to staff sessions were popular requests, and in some cases larger

	<p>venues and assistance in developing a website was mentioned.</p> <ul style="list-style-type: none"> • The People Board will be considering the results of the survey at the September member, along with making recommendations to Area Committee. However it is worth noting that a request to allocate SIB to purchase extra equipment may be included in the recommendations via delegated decision before the next Area Committee. • It is programmed in the next quarter that the on line directory will be launched and become a valuable tool across the area, used by all sectors and the community.
<p>Increase social wellbeing by reducing social.</p> <p>Community Connector</p>	<ul style="list-style-type: none"> • The People Board recognised that, as changes will occur regularly, maintaining the information will be essential to ensure that the directory is a valuable tool. Therefore a corporate working group has been established to consider in the longer term how this information is managed. It is proposed to present a future report to Area Committee outlining the way forward. • In the short term, updates will managed via Community Connectors with support from the Area Community Officer. • The People Board considered the model used in other authorities of having Community Connectors and produced a role description, which is outlined below. <p>Community Connectors Role Description</p> <p>Join a virtual network (VCS Area Network) which will:</p> <p><i>i) Act as a focal point for information exchange ii) Promote community resources and services available (news, activities, clubs, events, services, etc) iii) develop the Connector's knowledge of what's going on in their neighbourhood and enable them to signpost and refer users to access a range of local services.</i></p> <p>Support people to access and use services</p> <p><i>i) Meet and greet new members into your organisation and introduce them to other members. ii) support people to access other services iii) be approachable, understanding and supportive and a guide for those who want help.</i></p> <ul style="list-style-type: none"> • From the groups that were surveyed, 25 organisations have nominated individuals to act as a Community Connector, all of who are spread across each of the five wards. • Next steps will involve approaching the VCS Area Network to increase this figure and consider possible issues e.g. training, capacity issues, financial implications, on-going support. • Running parallel with the launch of the directory, the Connectors will be the eyes and ears in the community. Customer survey's identified that an effective way to promote what's happening in the neighbourhood is by word of mouth. The Connectors will be key to sharing information to and from the community, directly into Council, via the Area Network.

5. Recommendation

Committee are requested to:-

(a) Note the report, and the People Board's work plan update (Annex 1).

Contact Officer: Nicol Trueman, Area Officer (East Sunderland) Tel: 0191 561 1162
Email: Nicol.trueman@sunderland.gov.uk

Annex 1 East Sunderland Area People Board Work Plan

strate Outcome Framework and the Transformation of Council Service:

	Influencing Core Services/Activities devolved to Area Committee	Why it is coming to the Board?	When will it come to the Board?	Action Required by the Board	When will Area Committee Decision be required	RAG	Progress	Completed?
1	Support the Delivery of the Health and Well Being Strategy: Transformation of Adult Social Care	To influence how services might be delivered in the future	Jun-13	Develop community directory; Identify gaps and opportunities to enhance community provision.	tbc	G	see Transformation of Adult Social Care local area priority below	
2	Early Years Intervention and Locality Services	To influence service delivery in the East	Oct-13	Work with Locality Manager to identify opportunities to influence services; Specifically monitor and influence the delivery of activities for young people	As required	G	Update to be provided on Youth Contracts, Children Centres, NEETs and XL Youth Villages in Oct. ONGOING	
3	Re-commissioning services in Children's Centres for 2014	To influence service provision in the East as of April 2014	Jul-13	Bring unique understanding of communities to identify options for future delivery	Sept 2013 (update only)	G	Board received presentation in July 2013 and requested via email to provide responses to consultation by 6.9.13:- The request asked for suggestions for any services/programmes that can improve health in the East and narrow the gap between the east and the rest of the City. Ideas to influence and increase in participation in parenting skills. Ideas to influence an increase in volunteering opportunities available through Children's Centres or signposting services, consider whether creche facilities are an issue in the Children's Centre are they sufficient to encourage take up or programmes or is it a barrier?	
4	Influencing re-commissioning of Youth Contracts for 2015	Influence Youth Contract Provision from April 2015	July 2014 (tbc)	Receive regular updates on youth provision as part of Locality Managers board reports to provide evidence base for future re commissioning	September 2014 (tbc)	G	Update to be provided on Youth Contracts, Children Centres, NEETs and XL Youth Villages in Oct. ONGOING	
5	LMAP's - review and links with Area Arrangements	To ensure the board understand the outcome of the review and the impact on linkages with Area Arrangements	tbc	tbc	tbc	n/a		
6	Library Services	Stage 2 consultation - opportunity for members to influence transformation of a reading and learning information service	Jun-13	Members to feed in potential venues in the area for Community Book collections and reservations, outreach programmes and use of buildings	September 2013 (update only)	G	Members fed in proposals to Service Area to be incorporated as far as possible in proposal to Cabinet on 4th September. Proposals included potential locations for book collections, reservations and outreach programmes in wards and provided comments in relation to changes to provision	
7	Lifelong Learning	To consider how members can influence the commissioning of activity utilising Family Adult and Community Learning Funding (FACL) available in 2014/15'	Nov-13		tbc	n/a		

8	HHA Commissioned Grant	To work with boards during 2014/15 to contribute to the commissioning approach which will take place Sept-March 14/15. (to influence 15/16 allocation)	Jan-13	tbc	tbc	n/a	
9	Child Health/Obesity	Consideration to be given to opportunities where members/officers/relevant partners can work together to understand the local context and how community leadership can help reduce obesity	tbc	tbc	tbc	n/a	
10	Health Funding - £20k per area	To allocate against Health priorities	tbc	tbc	tbc	n/a	
11	Intergrated Wellness Service Review	A stakeholder event is being arranged for November 2013 and as such it is proposed that the item is discussed at the October People Board meeting allowing members time to discuss and feed in views via Area Chair and People Board Chair who will be in turn invited to the stakeholder event'.	tbc	tbc	tbc	n/a	
12	Strengthening Families - Family Focus	Consideration to be given to how the board could influence the Strengthening Families - Family Focus	tbc	n/a	Sep-13	G	Presentation to be given to Area Committee in september to outline what the strengthening families programme is and how workplan activity can influence and support
13	Welfare Reform	Consideration to be given to how the board could influence/take actions	Oct-13	Members to feed in issues in their local area and activity to influence the welfare reform agenda	tbc	G	Presentation to be given to October People Board
14	Anti-social Behaviour	Consideration being given to how members can influence a more bespoke approach to ASB	tbc	tbc	tbc	n/a	

Additional Area Priorities

1	Transformation of Adult Social Care.	To raise awareness of services available	Ongoing	Host ward meetings with Councillors and key stakeholders within the area to map out services. Collate information and establish an accessible directory which acts as a focal point for residents and service providers to access and share information about resources, services and activities happening across the area	Sep-13	G	Directory complete. Survey agreed. RAG exercise deadline Aug however, 45 service as yet to respond, extended until mid Sep 13. Interim profiles circulated to Board members. ONGOING.
			Sep-13	Encourage information sharing via the Community Connectors model by identifying key individuals to act as a contact point in the neighbourhood. Consider possible issues, e.g., capacity issues, training needs, financial implications, ongoing support to Community Connectors, etc.	Jan-13	G	People board discussed Community Connectors role, and agreed to merge 'role description' into survey as part of the RAG exercise. To date 25 organisations have nominated a Connect. Board need to agree next steps/launch event. Sep 13.
			Sep-13	Launch directory and community connectors as a hub to share information, promote services and encourage partnership working.	n/a	G	Aiming to launch directory on-line Sep. This will be a short term solution. The directory will be developed into an easier to use tool complementing the complementing the corporate approach for a 'One Directory' to the City. Sep/Oct 13

		Increase social wellbeing by reducing social isolation.	Sep - Dec 13	Following on from the mapping exercise continuously promote social activities, hobbies and clubs to the areas most isolated, i.e. vulnerable older people to encourage attendance and participation in local provision, via Area Networks, CCGs, etc.	n/a	G	Once Directory launched in Sep. officers/partners will be encouraged to target the area's most vulnerable and continuously promote information on events and activities being delivered in the East, via the Community Connector model. Sep - Dec 13.	
			Sep 13.	Identify what existing services may need additional support to cope with an increase in customers/membership and produce options for the Area	Jan-14	G	The profiles will be presented to Sep board, once RAG exercise complete.	
			Sep-13	Identify what new services or activities maybe required to support the transformational of adult social care. Produce an Optional Analysis for consideration and influence.		G	Cllrs have started to consider gaps in their communities, proposed will be discussed at Sep meeting.	
		Support communities to cope with dementia.	Nov-13	Support national campaigns to be delivered locally to raise awareness on the early signs of dementia, and the risk factors associated with it.	Jan-14	A	Expected to start in Sep. but due to delays in action proposed to be put back until Oct/Nov meetings.	
				Use a range of interventions that help people and families live well with dementia, i.e. Dementia Cafes.		A		
2	A Safer East Sunderland	Tackling Crime	Sep-13	To continue working in partnership at the Area Boards, Area Network, LMAPs and PACT meetings with Northumbria Police, Tyne and Wear Fire Services, Registered Social Landlords and others, to reduce crime.	n/a	G	Inspectors couldn't attend Jul People Board, requested their attendance at Sep Board.	

G	Progressing on target
A	Progressing but behind schedule (with plans in place to action)
R	Not progressing

**EAST SUNDERLAND AREA COMMITTEE
16TH SEPTEMBER 2013
EXECUTIVE SUMMARY SHEET – PART I**

Title of Report:

Community Chest and Strategic Initiative Budget (SIB)
Financial Statement and Proposals for further allocation of Resources.

Author(s):

Chief Executive

Purpose of Report:

This report requests Area Committee consideration of proposals for the allocation Strategic Initiative Budget (SIB) and note allocations awarded Community Chest grant.

Description of Decision:

The Area Committee is requested to approve the following from the 2013/14 budget:
Committee are requested to:-

- (a) Note the financial statement set out in 2.1 and 3.1.
- (b) Note the 14 approved Community Chest applications, as set out in Annex 1.
- (c) Agree to approve £49,753 2013/14 SIB, as outlined in Annex 2.
- (d) To receive a verbal update on the area priority 'Gateway II – Shopping Centres' and approve the SIB request.

Is the decision consistent with the Budget/Policy Framework?

Yes

Suggested reason(s) for Decision:

The Area Committee has been allocated Strategic Initiatives Budget to promote action on key priorities identified in the relevant Local Area Work 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:

16TH SEPTEMBER 2013

REPORT OF THE CHIEF EXECUTIVE

**Community Chest and Strategic Initiative Budget (SIB)
Financial Statement and Proposals for further allocation of Resources**
1. Purpose of the Report

- 1.1 Area Committee has delegated budgets to allocate to specific strategic priorities identified in the Local Area Plan and work 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 update position on progress in relation to allocating Community Chest and SIB.

2. Community Chest

- 2.1 The table below shows the financial position following the meeting in June 2013.

Community Chest Financial Statement

Total Community Chest for 2013/14	£50,000
Rolled over from 2012/13	£14,922
Starting Balance for 2012/13	£64,922

Ward	Budget	Returned	Approvals	Balance
Doxford	£14,079	£0	£1,950	£12,129
Hendon	£9,521	£0	£4,015	£5,506
Millfield	£19,080	£0	£8,550	£10,530
Ryhope	£11,555	£0	£1,625	£9,930
St Michaels	£10,687	£0	£5,445	£5,242
Balance	£64,922	£0	£21,585	£43,337

- 2.2 Since the June 2013 meeting, a total of 14 applications have been approved. Members are requested to note the above financial statement and the record of approvals for Community Chest between July – August 2013, **see Annex 1**.

3. Strategic Initiatives Budget (SIB)

- 3.1 The table below shows the financial position following the meeting in June 2013.

SIB Financial Statement 2013/14

Total SIB for 2013/14	£277,456
Rolled over from 2012/13	£145,222
SIB Starting balance for 2013/14	£422,678

Coastal Path	Better than Basic Signage	22.04.13		£50,000	£372,678
Early Intervention and Locality Working	NEET Roadshows	25.06.13		£2,500	£370,178
Walk and Talk Programme	Walk and Talk- City Centre	01.07.13		£6,000	£364,178
Remaining balance				£0	£58,500
					£364,178

3.2 Since the last Area Committee in June 2013, £6,000 SIB was approved through delegated decision to contribute towards the Walk and Talk programme in the City Centre, leaving a balance of £364,178 to allocate against area priorities for 2013 / 2014.

3.3 There are two project proposals seeking endorsement from Area Committee, as set out in Annex 2, these are:

i)	Doxford Improvements	£30,053
ii)	Building Futures	£19,700
Total		£49,753

3.4 The total amount seeking approval is £49,753, if approved by Area Committee this would leave a balance of **£314,425** SIB to be allocated for the 2013 / 2014.

3.5 It is worth noting that a recommendation is pending from the Place Board relating to the area priority, Gateway II – Shopping Centre which is referred to in Item 3. A verbal report will be presented at the meeting.

4. Recommendations

Committee are requested to:-

- Note the financial statement set out in 2.1 and 3.1.
- Note the 14 approved Community Chest applications, as set out in Annex 1.
- Agree to approve the two SIB project proposals, as set out in Annex 2.
- To receive a verbal update on the area priority 'Gateway II – Shopping Centres' and approve the SIB request.

Annex 1: Community Chest Approvals July to August 2013

Background papers: Community Chest Applications and Schedules

Contact Officer: Nicol Trueman, Area Officer (East Sunderland) Tel: 0191 561 1162
Email: Nicol.trueman@sunderland.gov.uk

Community Chest: Record of Approvals between April and June 2013

Doxford Ward			
Project	Approval Date	Returned	Approvals
Hall Farm FC	25.07.13		£985
Doxford Park Forum	25.07.13		£285
Doxford Park Community Centre	25.07.13		£330
The Box Youth Project	14.08.13		£350
Remaining balance			£12,129

Hendon Ward			
Project	Approval Date	Returned	Approvals
Friends of Donnison School	04.04.13		£530
United Community Action	12.06.13		£490
Hendon YPP	04.07.13		£1,300
St Aidan & St Ignatius FC	04.07.13		£795
Sunderland Maritime Heritage	25.07.13		£900
Remaining balance			£5,506

Millfield Ward			
Project	Approval Date	Returned	Approvals
Compound Cru	02.05.13		£500
Pandora's Box	02.05.13		£500
Millfield/Pallion Panthers	02.05.13		£750
Diamond Hall Toddlers	02.05.13		£238
Millie Minders	02.05.13		£270
Oddies FC	06.06.13		£500
The Angelus Luncheon Club	06.06.13		£740
Millfield Youthie	06.06.13		£1,150
Barnes, Pallion & Millfield RA	04.07.13		£200
Sunderland Samba FC	04.07.13		£521
Lansdowne Pool Team	04.07.13		£350
St Joseph's Youth FC	04.07.13		£500
Deptford Homing Society	04.07.13		£498
Social Chef	04.07.13		£1,833
Remaining balance			£10,530

Ryhope Ward			
Project	Approval Date	Returned	Allocations
Woodland View	06.06.13		£500
The Residents Social Club	06.06.13		£525
Ryhope Seaview Angling Club	06.06.13		£600
Remaining balance			£9,930

St Michaels Ward			
Project	Approval Date	Returned	Allocations
St Aidan's Catholic School	04.04.13		£1,000
Sunderland Bowling Club	04.04.13		£1,000
Ashmore Residents Association	02.05.13		£265
Backhouse Festival	02.05.13		£980
St Cecilia's Toddler Group	02.05.13		£500
Sunderland Symphony Orchestra	06.06.13		£1,200
Monumental Music	25.07.13		£500
Remaining balance			£5,242

PROJECT TITLE: Doxford Improvements		
Total cost of Project	Total Match Funding	Total SIB requested to align
36,236	£6,183	£30,053
Project Duration	Start Date	End Date
6 months	October 2013	March 2014

The Project

As part of the walk and talk programme local Councillors, partners and residents identified two issues within the Doxford ward.

The first is the footpath leading down from Paddon Hill Flats to Doxford Park Way which is unlit, and during Winter months it becomes dark due to the thick vegetation from the trees running alongside the path, which blocks out lighting from neighbouring houses and the night sky. A criteria was applied against the issue to see if it warranted support. This provided evidence that there is local demand, as the footpath is highly used during the day, but usage is reduced on an evening. There is no alternative route available and local Councillors are supportive of the scheme. The project would install 9 columns providing lighting to the footpath that runs from Padonhill, Lofthill and Prestonhill Flats to the bus stop on Doxford Park Way.

The second is to install a new footpath approximately 120m in length from the roundabout at Hall Farm to Doxford Park running along Mill Hill Road to Torphin Hill Drive. It has been raised by numerous residents and partners as an issue. As the path ends people use the grass when dry to access the estate, however, when the ground is wet people are forced onto the main road which is quite tight on the bend when you approach the roundabout. The same criteria was applied as outlined above, which evidenced that the route is popular with families walking to and from Mill Hill Primary schools and local residents. There is an alternative route which involves crossing the road, following a path which takes you across another junction, under a subway and then around the estate toward the school, but local intelligence suggests that people do not follow this route. Local Councillors are supportive of the scheme.

Recommendation Approve

- The two projects complement the Place based priority 'Walk and Talk programme' which is about improving neighbourhoods.
- The projects do not qualify for core funding, however, future maintenance of the street lights and foot path is included as part of the scheme.

PROJECT TITLE: Building Futures		
Total cost of Project	Total Match Funding	Total SIB requested to align
£19,700	£0	£19,700
Project Duration	Start Date	End Date
1 year	November 2013	November 2014

The Project

Foundations will provide a pilot Community Kitchen from its based in Lombard Street. It will deliver a community social outlet which will develop individual's ability and confidence to cook for themselves, for others and to promote healthy living. The service will encourage people living on their own in the area to attend to gain social activity, reduce isolation and enable them to share their knowledge and skills with their trainees.

The Councils ICT section are supporting the project with ICT equipment which will be provided with full broadband access, enabling a cyber café approach to enhance training opportunities.

The Council's Early Intervention Health Team have agreed to support with advice on nutrition; special diets and healthy living opportunities.

In addition, the Council's library services will deliver a Book Collection scheme from the café/building, via Community Engagement Officers from City Libraries, to engage people to deliver reading groups and other appropriate activities.

The kitchen will provide a venue to meet, cook, share, guide and learn from each other. Housing 21 have agreed to support Foundation roll out the pilot and develop a further Community Kitchen within the new Seafarers Way Extra Care Scheme, Hendon which is specially for people with dementia, complementing the area priority of adult social care. If successful, the model can be adopted by other social landlords and rolled out across the in other extra care scheme to provide sustainability.

The group are seeking revenue costs to employ a part time chef who will train people, and support more people interest in micro enterprise / self-employment opportunity and running costs.

Outputs

Output Code	Total Target
P4 – new businesses established	16
P5 – people into employment	2
P3 – people volunteering	45
P6 – people receiving job training	45
A6 – community events held	76

Financial Information

Item and description	SIB contribution
P/T chef @ £583 per month	£7,000
Premises costs @ £292 per month	£3,500

Training courses (including expenses for delegates) @ £416 per month	£5,000
Grocery provision (potential to receive food from food bank, local allotments, supermarket excess) @ £100 per month	£1,200
Administrations, recruitment and publicity @ £250 per month	£3,000
Total	£19,700

Milestones

Milestones / Key Events	Forecast Dates
Identify trainees to progress community kitchen	September 13
Recruit chef	October 13
Market project	October 13
Establish café	October 13
Launch project	November 13
Evaluate model	September 14
Market model to extra care scheme	October 2014
Roll out model across city	November 2014 onwards

Recommendations Approve, subject to:-

- Foundations CIC clarifying that the focus of the project should also look towards attracting and engaging people who are social isolated to benefit from the project, as well as, trainees and employment opportunities.
- Addition of new outputs, which are: H2: people engage in healthy lifestyles project, and A2: people using new community facilities.
- Demonstrate how other agencies will be involved in the delivery of the project.
- Evaluation and next steps is produced, as shown under Milestones.
- Project costs – more detailed breakdown is received.