

At a meeting of the WEST SUNDERLAND AREA COMMITTEE held in the CIVIC CENTRE, SUNDERLAND on THURSDAY, 10TH SEPTEMBER, 2009 at 5.30 p.m.

Present:-

Councillor D. Forbes in the Chair

Councillors Allan, Arnott, M. Dixon, P. Gibson, Gofton, L. Martin, Morrissey, Oliver, P. Smith, Tye, P. Watson, S. Watson, A. Wilson and T. Wright.

Also Present:-

Bill Blackett	ASB Strategy Manager	Sunderland City Council
Sal Buckler	Diversity & Inclusion Manager	Sunderland City Council
Kath Butchert	Youth Development Group Manager	Sunderland City Council
Graham Carr	Highway Maintenance Manager	Sunderland City Council
Neil Cole	Planning Policy Manager	Sunderland City Council
Jodie Collins	Communications Officer	Sunderland City Council
Trish Cornish	Deputy Chief Officer	Sunderland CVS
Kevin Douglas	Media Officer	Sunderland City Council
Alan Duffy	Head of Operations	Gentoo Sunderland
Julie Gray	Head of Community Services	Sunderland City Council
Keith Hamilton	Deputy Manager, Planning Implementation	Sunderland City Council
Dave Leonard	Area Co-ordinator	Sunderland City Council
Lucy Malarkey	Head of Neighbourhoods	Gentoo Sunderland
Vivienne Metcalfe	Area Community Development Co-ordinator	Sunderland City Council
Anne Morrison	Project Manager	St Mary & St Peters Community Project
John Ord	Manager Phoenix Project	Tyne & Wear Fire and Rescue Service
Sam Palombella	Groundwork Director	Groundwork North East
K. Ramanathas	Project Manager	Young Asian Voices
Ken Robinson	Acting Inspector	Northumbria Police
Vince Taylor	Head of Strategic Economic Development	Sunderland City Council
Tom Terrett	Trading Standards/Licensing Manager	Sunderland City Council
Cheryl Warcup	Inspector	Northumbria Police
Derek Welsh	Housing and Renewal Manager	Sunderland City Council

Welcome and Introductions

The Chairman welcomed everyone to the meeting and invited everyone present to introduce themselves.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Old, J.B. Scott and A. Wright together with Ms. Nonnie Crawford, Director of Public Health and Mr. Peter Iveson, Fire Station Manager, North Moor Community Fire Station.

Minutes of the Last Meeting of the Committee held on 2nd July, 2009

1. RESOLVED that the minutes of the last meeting of the Committee held on 2nd July, 2009 (copy circulated), be confirmed and signed as a correct record subject to the deletion of Councillor P. Smith's apologies as the minutes were correct in showing that she was in attendance at the meeting.

Declarations of Interest

Item 8 – Strategic Initiatives Budget

Councillors P. Gibson, P. Smith and Tye declared personal and prejudicial interests in the application from Plains Farm and Humbledon Residents Association as members of the Association and withdrew from the meeting before the Committee gave consideration to the application.

Councillor Arnott declared personal and prejudicial interests in the above application and the application from Sunderland Floral Art Club and withdrew from the meeting before the Committee gave consideration to the applications.

Councillor T. Wright declared a personal interest as Chairman of the Tyne and Wear Fire and Rescue Authority.

Developing an Economic Masterplan for Sunderland

The Head of Strategic Economic Development submitted a report (copy circulated) updating the Area Committee on the progress that has been made in developing an Economic Masterplan for Sunderland and seeking the views of the Area Committee on the economic vision that is emerging.

(For copy report – see original minutes).

Mr. Vince Taylor, Head of Strategic Economic Development, provided the Area Committee with a presentation on the background to the Economic Masterplan, detailing the key dates in its development, the information gathered so far to develop the baseline report and the key elements of the draft vision as they relate to businesses, skills and jobs in the City.

Mr. Taylor highlighted the key propositions detailed in the presentation.

(For copy presentation – see original minutes).

Councillor L. Martin commented that the findings were rooted in reality and there were a lot of hard truths which resonated with his experience of working in the City.

Councillor Gofton welcomed the presentation commenting that there were interesting propositions and it was refreshing to have them all pulled together in this format.

Mr. Taylor agreed to circulate an electronic copy of the presentation for Members' reference.

Councillor Oliver commended the presentation. He enquired with regard to the University what needed to change for it to have more of an impact.

Mr. Taylor stated that the University did have a 'buzz' and was integrated in the City more than a lot of others. He pointed out that 50% of the students were local people. However, it needed to be taken to the next stage and have a stronger role in the City's economic programme and expand its interface.

Councillor Oliver commented that jobs in the motor manufacturing industry had replaced the traditional heavy industry type jobs and he asked what needed to be done to ensure that the high end, very highly skilled technical jobs at Nissan, for example, stayed in the City.

Mr. Taylor stated that Sunderland would be a logical place to have Research and Development and would result in the City having a technical leading edge. There would be high interest in developing this and it would be a real attraction which would result in a cluster of jobs around it.

The Chairman thanked Mr. Taylor for his attendance and the presentation and it was:-

2. RESOLVED that the content of the report and the comments and issues as detailed above be noted and that Mr. Taylor return to the Area Committee at key stages of the development of the Economic Masterplan.

Questions to Area Committee

The Chairman notified the Committee that a question to the Area Committee had been received.

Mr. K. Ramanathas from Young Asian Voices was present at the meeting and the Chairman invited him to proceed to ask the question he had submitted. Mr. Ramanathas commented that in the Barnes Park and Eden Vale area there was a lack of facilities for young people to use at evenings and weekends and that schools were not supportive in letting the local young people have the opportunity to use their facilities. It was nearly three years since an enquiry had been made for something to be provided in the area,

particularly on Friday and Saturday evenings and he asked why these young people were still on the streets and schools in the area could not be opened up so they could use the facilities.

Ms. Kath Butchert, Youth Development Group Manager, thanked Mr. Ramanathas for coming to the meeting and asking the question.

Ms. Butchert advised that the Extended Services core offer had recently appointed School Cluster Managers. Part of their role was to liaise with schools to develop the use of school facilities and to explore issues such as caretaking arrangements and school letting agreements which were often identified as barriers to community use. The School Cluster Manager for the area was Chris Heskett based at Hudson Road School (553 7675) and he was available to help to discuss issues on this matter.

Ms. Butchert went on to say that the Youth Development Group was planning to develop a mobile youth facility that could target specific hot spots, groups or areas of need. The aim was to reach those who were most vulnerable and not already engaged in positive activities in areas where there was little or no provision. Operational groups compiled of key partners (Police, Elected Members, Gentoo, Voluntary Sector and Children's Services etc.) had been set up in each area including the West to help identify potential sites for both XL Villages and Mobile services. It would be beneficial for Young Asian Voices to attend the next meeting. Ms. Butchert invited Mr. Ramanathas to contact Andy Neal who would provide details.

Members of the Committee welcomed the question from Mr. Ramanathas and were in agreement that the matter needed to be looked at to see whether a solution could be found.

Councillor P. Smith, Portfolio Holder for Children and Learning City, briefed the Committee on the development of XL Villages advising that the two pilots undertaken in the Thorney Close and North Moor area had proved successful. Councillor Smith advised, however, that there was a need to recruit more youth workers. She thanked Mr. Ramanathas for the question and stated that she appreciated the input he had given.

Mr. Ramanathas acknowledged the value of XL Villages which provided activities for specific times. However, in the Barnes area there were about 45 young people just hanging around in the street during these times and Young Asian Voices was keen to provide activities for them.

Councillor Allan stated that youth development was an important issue for the whole City. He stated that there was detached youth work being undertaken and that there were some resources targeted to address the situation which Mr. Ramanathas had raised.

Inspector Cheryl Warcup, Northumbria Police, confirmed that groups of young people hanging around on the streets was a neighbourhood problem in the Barnes area and that the Police welcomed continued diversion work.

Members having discussed the matter fully it was:-

3. RESOLVED that :-

- i) a written reply to the question raised be provided to Mr. Ramanathas containing the information provided at the meeting; and
- ii) a report be submitted to the next Area Committee meeting on the steps taken to try and address the issue of a lack of facilities for young people in the area.

Variation of Agenda

The Chairman asked that the Agenda be varied so that consideration be given to item 7 – The Thematic Feedback Report at this point in the meeting to allow those officers who needed to leave to attend another meeting the opportunity to report to the Committee.

4. RESOLVED that the Agenda be varied accordingly.

Thematic Feedback Report

The Chief Executive submitted a report (copy circulated) which provided Members with feedback for each of the five thematic priorities the Area Committee had agreed and considered as set out in the Work Plan for 2009/2010.

(For copy report – see original minutes).

Mr. Richard Parry, Area Officer, proceeded to take Members through the report, referring the Committee to the update on the key actions from the safe theme considered at the last meeting in July detailed at paragraph 3.

Councillor Gibson commented in relation to bottle tracing and illegal alcohol sales that the Licensing Section had powers to remove the licences from shops selling alcohol to persons under age and that more work was needed by Trading Standards to try and catch those shops selling to under age persons by carrying out test purchases.

Mr. Tom Terrett, Trading Standards and Licensing Manager, stated that he was aware of Members' desire to do test purchasing. In order to do this the Licensing Section would require intelligence to target resources to the establishments where complaints and allegations had been received. He advised that Council Officers and the Police were working on a plan in this respect and would provide a report back to the Committee on the work being undertaken.

Councillor Allan commented that there was evidence to show that it was not persons under 18 purchasing alcohol but that older people were buying it for them and then passing it on.

Inspector Cheryl Warcup reported that licensees were supportive of the Police operation and confirmed that it was her experience that it was older people buying alcohol on behalf of under age persons.

Inspector Warcup circulated an update for the period 14th August to 5th September in respect of Operations General. Inspector Warcup referred Members to the reduction in Sunderland South of 18.3% and 6.2% in Sunderland West in respect of incidents of anti social behaviour.

Inspector Warcup stated that the Police would continue to work with the Council and set up an operation for the October school holidays.

Inspector Warcup briefed the Committee on the neighbourhood watch schemes operating in the area and the development work the Police were doing in this respect to engage more with the community.

Councillors M. Dixon and Oliver asked that their thanks be conveyed to the two Police Officers who had attended the neighbourhood watch meeting. This had proved very helpful for people in the community to see what crime was taking place in their area and what action the Police were taking.

Councillor Gibson suggested further sites which were being used as drinking dens. In response Mr. Bill Blackett, Anti Social Behaviour Strategy Manager, stated that the list was not exhaustive and that he would take on board the sites Councillor Gibson had raised.

Consideration having been given to the report, it was:-

5. RESOLVED that:-

- i) approval be given to develop the proposal (identified in Annex 1 to the report), to allocate two year funding to deliver the Phoenix Project at £8,609 per year, to total £17,218; and
- ii) approval be given to the following proposals:-
 - a) Drinking Dens – the options within Annex 2 pending a further report on costs and appropriate youth work intervention;
 - b) Bottle tracing and illegal alcohol sales – the proposals within Annex 3 regarding use of cameras, more joint operations, retail watch schemes, better information, better publicity and licence reviews; and
 - c) the proposals in Annex 4 to provide further reports to the Committee on the following safe priorities:-
 - Neighbourhood Wardens;
 - Community Safety Days;
 - Community Payback Scheme; and
 - Neighbourhood Watch Schemes.

Priority Theme West: An Attractive and Inclusive Area Summary, 'Invest more in Housing Programmes'

The Chief Executive submitted a report (copy circulated) inviting Members to consider their main priorities for further development and action in relation to the Attractive and Inclusive priority.

(For copy report – see original minutes).

Mr. Richard Parry, Area Officer, took Members through each of the four priority issues as detailed below:-

- Bring empty properties back into use;
- Address lack of parking provision in some residential areas;
- Make estates/residential areas more attractive; and
- Improve landlord's licensing and take measures to prevent disrepair.

Mr. Parry drew Members' attention to the recommendations detailed at paragraph 4 of the report.

Mr. Derek Welsh, Housing and Neighbourhood Renewal Manager, briefed the Committee on the current activities to bring back empty properties into use and the powers available to officers to tackle the problems. He stated that he proposed to submit the Empty Homes Strategy and targets to the Committee for consideration once complete.

Councillor Arnott stated that he would like to see the information split by ward.

Mr. Welsh confirmed that he would be able to produce the document to show empty properties on an area basis and also show the social sector. However, details of Registered Social Landlords were not available but would be contacted in order to gather this information.

Members having welcomed each of the priority issues it was:-

6. RESOLVED that:-

- i) the actions identified in Annex 1 to the report be approved; and
- ii) the following proposals identified in Annex 1 be developed:-
 - a) an application for SIB/SIP to enable all current outstanding highway and mainstream requests etc. to be developed (approx. £65,000 required to match mainstream budget of approx. £41,000);
 - b) prioritise neighbourhood improvements and engage with community;
 - c) develop 'Green Team' proposal;

- d) highlight hotspots of illegal/inconsiderate parking and develop proposals to tackle the problems;
- e) investigate the scope for further collaborative working to increase the effective use of the Empty Property Officer; and
- f) consider additional resources to enable more work to tackle the 410 empty properties in the area and to carry out more proactive work.

Financial Statements and Funding Requests

The Chief Executive submitted a report (copy circulated) providing Members with the protocols and emergency protocols for accessing Strategic Initiatives Budget (SIB) and Strategic Investment Plan (SIP) funding and 20 proposals for support from the 2009/10 Community Chest Scheme.

(For copy report – see original minutes).

Mr. Richard Parry, Area Officer, presented the report, asking Members to formally approve and adopt the application process for SIB and SIP funding, as well as the protocols for accessing funds in an emergency, subject to paragraph 7.4 of the report being amended to read 'The Deputy Chief Executive in consultation with the Chairman and Vice Chairman'.

Mr. Parry added that in future any affects on funding that applications for funding would have on the overall budget would be shown in the report.

Councillor Morrissey enquired whether the Area Committee would be given the option of splitting the SIP allocation to individual wards.

The Chairman suggested that a report on the options with regard to the allocation of SIP funding be submitted to the next Area Committee meeting.

Councillor P. Watson commented that it needed to be reflected in the report that the former South Area Committee had spent its SIP allocation prior to the introduction of the new area arrangements and the review of the Area Committee boundaries.

7. RESOLVED that:-

- i) the approved SIB budget for 2009/10 as detailed in Annex 2 be noted;
- ii) the process for application and emergency protocols for accessing SIB and SIP funding be approved and adopted, subject to the amendment of paragraph 7.4 of the report referring to the emergency protocol as set out above;
- iii) approval be given to the 20 projects recommended for support from the 2009/10 Community Chest Budget with a total value of £7,779 as detailed in Annex 1 to the report; and

- iv) a report on the options for the allocation of the SIP be submitted to the next meeting of the Area Committee.

Update on Community Communications to Support Area committees 2009-10

The Chief Executive submitted a report (copy circulated) providing Members with an update on the development of the Community Communications action plan.

(For copy report – see original minutes).

Mr. Kevin Douglas, Area Communications Link Officer for the West Area Committee, presented the report to Members. He highlighted the activities to promote the Community Leadership role of Area Committees and to publicise their effectiveness in addressing local priorities identified by local residents which were detailed at paragraph 3.1 of the report. He pointed out that this included the production of area newsletters which would include good news stories.

In response to Councillor Tye, Mr. Parry confirmed that the West Area community magazine was no longer in existence.

Councillor L. Martin enquired whether it was intended that the area newsletters would contain pictures of Councillors and how it could be ensured that there was no political bias shown in the area newsletter and equal coverage. Finally, he asked how the Communications Department felt they would impact on local communities.

Mr. Keith Beardmore, Area Lead Executive for the West Sunderland Area Committee, stated that assurances had been given that the area newsletters were not about being political but were about promoting the work of the Area Committee and engendering civic pride. He invited all Councillors to feed into the content of the newsletters.

Councillor Martin asked whether there would be a protocol around the newsletters.

Councillor Gofton commented that a full discussion had been held on the issue of the area newsletters at the last meeting and that the Committee was now going over old ground. She added that the content of the newsletters would be subject to checks and balances.

Councillor Arnott suggested that an editorial board be established to oversee the content of the area newsletters to ensure a degree of liaison about what was to appear in the publications. He asked that this be considered and feedback be provided to the next meeting.

Councillor Allan stated that he thought it was totally inappropriate to have a political editorial board.

Councillor Oliver asked for a broader explanation of what was meant by 'good news stories'.

Mr Douglas reiterated that the publication was intended to promote the work of the Area Committee.

The Chairman stated that the matter had been fully discussed at the last meeting and a number of suggestions submitted to inform the development of a Community Communications Action Plan and he therefore moved that progress be made on the report.

Upon a vote being taken, the motion was carried, with 10 Members voting in favour of the motion and 5 against;

It was therefore:-

8. RESOLVED that the current Community Communications plan of work be noted.

Options to Change Committee Meeting Dates

The Chief Executive submitted a report (copy circulated) on the options available to change Committee meeting dates for the remainder of the municipal year as the dates diaried were proving difficult for all Members to attend and fully contribute.

(For copy report – see original minutes).

Mr. Richard Parry, Area Officer, referred Members to the options available as set out at paragraph 3 of the report.

Members discussed the options and as a compromise were happy to support the option detailed at paragraph 3.4 and that for the meetings to be held at the later start time of 5.30 p.m.; to be held both out in the community in the spring and in the Civic Centre during the winter months. In addition to this, Members were of the opinion that the mixed seating arrangements adopted at this meeting whereby they and the partner representatives, officers of the Council and members of the public were seated at the table together, had worked well in promoting discussion and engagement.

Councillor Tye suggested that when meeting out in the communities the community groups be encouraged to show the Committee the activities and events they were delivering.

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

9. RESOLVED that arrangements be made for the remaining West Sunderland Area Committee meetings for the municipal year to be held on the following dates, commencing at 5.30 pm, with appropriate venues to be determined in the light of the discussion detailed above:-

Wednesday, 28th October, 2009
Wednesday, 6th January, 2010
Wednesday, 24th February, 2010
Wednesday, 7th April, 2010.

Date and Time of Next Meeting

It was noted that the next meeting of the Committee would now be on
Wednesday, 28th October, 2009 at 5.30 p.m.

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

(Signed) D. FORBES,
(Chairman).

West Sunderland Area Committee

4th November 2009

Report of the Chief Executive

Feedback on 'Question to Area Committee', 10 September 2009

1. Why has it come to Committee?

1.1 At the meeting of the West Area Committee on 10th September a question was asked by the Young Asian Voices project (YAV):

'In the Barnes Park and Eden Vale area there are a lack of facilities for young people to use at evenings and weekends and that schools are not supportive in letting the local young people use their facilities. It was nearly three years since an enquiry had been made for something to be provided in the area, particularly on Friday and Saturday evenings. Why are these young people still on the streets and schools in the area could not be opened up so they could use the facilities'?

1.2 The Head of the Youth Development Group responded to the question advising that the recently appointed School Cluster Manager for the area can assist by liaising with schools to develop community use of their facilities. This includes exploring caretaking and letting arrangements, often seen as a barrier to community use. In addition, a mobile youth facility was being developed that could target specific hot spots, groups or areas of need.

1.3 To further consider the issues raised by the question, the Area Lead Executive for the West arranged a meeting of officers to consider the issues and to explore solutions both in the immediate and longer term. Four main areas were identified for further consideration:

- How to unblock the issue of use of schools and perceived high charges for use of school facilities;
- What other community facilities are available (Council and others);
- Suggested non-attendance of detached youth workers at agreed sessions (this position was resolved at the meeting and it was confirmed this was an initial difficulty at the start of a project and current Quality Assurance arrangements are robust);
- Particular issue with regard to the Eden Vale/Barnes area and particularly provision for BME young people.

1.4 Following the initial meeting, two further meetings were held with officers and partners particularly to consider the last bullet point

2. Immediate Issues

2.1 Police have identified their view of the position in the Eden Vale/Barnes area and noted their concern that the temporary closure of Barnes Park may well exacerbate the problem.

2.2 There are three differing age groups of mostly Asian young people that the police identify in the Eden Vale area of the City. Although they don't live in these streets they feel comfortable in this area and are not keen to move any great distance. The police suggest that although the youths are loud, they are generally not doing anything wrong.

2.3 Groups of mainly white youths currently congregate in Barnes Park which is due to close.

2.4 Significant level of residents' complaints and activity are being coordinated through the Diversity and Inclusion Team with the mediation service Unite's involvement.

3. Current situation

3.1 Current YAV provision for Boys 12-19:

Mon	Tues	Wednesday	Thurs	Friday	Sat	Sunday
		Sans St YCC 5.30pm – 8.00pm Includes sports facilities		Burn Park Church 6.30pm – 9.00pm No football or physical activity		SAFC Academy (Crowtree) 12.30pm – 3.00pm Includes sports facilities

3.2 In addition to the YAV provision there is also some cross over with A690 Youth Project's provision funded through SIB and including the Eden Vale/Barnes Area. When this is added the overall provision is as described below:

Mon	Tues	Wednesday	Thurs	Friday	Sat	Sunday
		Sans St YCC 5.30pm – 8.00pm Includes sports facilities	Caged Football (Mineral Line) 7.00pm – 9.00pm	Burn Park Church 6.30pm – 9.00pm No football or physical activity	Detached Youth Work 6.00pm – 8.00pm Provides link to other services	SAFC Academy (Crowtree) 12.30pm – 3.00pm Includes sports facilities

4. Additional provision

4.1 Young people have identified their requirements as more sports related activities

4.2 YAV have identified their wish to reinstate the former provision which included sporting facilities on a Tuesday

5. Use of sports facilities

5.1 Although other facilities were considered it was concluded that the best opportunity to offer additional sporting facilities in the area was through Thornhill School, with Crowtree as a second option, however transport could be an issue.

5.2 In considering the use of Thornhill School, some mis-information has been shared in the past with the result that there is an incorrect view of the current situation.

5.3 It is suggested that SAFC Foundation have free and continuous use of sports facilities at the same time that costs are proving prohibitive for YAV. The actual position is that the PE department of the school have commissioned SAFC Foundation to deliver an extended PE curriculum for their own pupils to ensure the school complies with the Physical Education School Sport Club Links strategy (PESSCL).

5.4 YAV have not previously paid for sessions. The last sessions were funded by a minimal LMAPS contribution based on negotiations between police and school. This provided an overall donation rather than covering a sessional cost.

5.5 Current suggested charges for facilities have been confirmed as reasonable by Extended Services Team.

6. Proposals

6.1 In the past YAV has accessed two gyms (£25 per gym) and the Sir Tom Cowie Suite (£62.50). Based on the feedback from young people it is proposed that an option to use two gyms only be pursued.

6.2 In the immediate term (now to end December), Extended Services have negotiated a rate of £95 for the two gyms per session, this will commence on 6 October. These sessions will be funded from the Extended Services Cluster Development budget.

6.3 This will allow time for officers and partners to pursue longer term solutions to both availability of provision and funding.

7. Recommendation

7.1 To note the contents of the report.

7.2 To receive a further report at the January Area Committee meeting on longer term solutions for provision and funding.

West Sunderland Area Committee

4th November 2009

Report of the Chief Executive

West: A Learning Area Summary: ‘Better support for young people with more play and youth services and encouragement to continue into further education’

Strategic Priority: 2

1. Why has it come to Committee?

1.1 At its meeting in July, the committee agreed its work plan for the 2009/10 municipal year and the Learning priority is the third to come to committee for discussion and consideration.

2. Description of Decision (Recommendation)

2.1 Area Committee is asked to agree the following:

- Agree the **actions** identified in Annex 1;
- Agree which of the following **proposals** (also identified in Annex 1) will be developed:

Allocation of SIB/SIP

Consider receiving an SIB application from the Youth Development Group of £38,000 revenue and £30,000 capital to enhance evening and weekend youth services with increased XL Youth Village and mobile neighbourhood provision

Review

Area Committee to receive a report from the Youth Development Group, in light of youth work commissioning, on the range of services and providers for children and young people to enable an integrated approach to meeting needs and the planning and delivery of services.

Review

Area Committee to receive a report on current Family, Adult and Community Learning provision including partners and learning providers, types of courses, community needs, gaps in provision, times and venues.

Escalate to LSP

Review apprenticeship opportunities, including the commitment of the public sector, to the creation of more full apprenticeships either by seeking to provide opportunities within statutory sector organisations or the possibility of providing financial incentives to other employers.

3. Background

3.1 Following the extensive programme of consultation with members, partners, community stakeholders and the wider community, the agreed priorities for this theme are:

- Provide a safe environment for young people with better youth and community programmes;
- Provide more weekend and evening activities;

- Raise aspirations of children and young people and their families;
- Reduce the number of young people Not in Education, Employment or training.

3.2 Who has been involved?

- Children's Services
- Connexions
- Community and Cultural Services
- Youth Development Group
- Young Asian Voices
- SAFC Foundation
- City of Sunderland College
- Education Business Connections
- South Hylton Tansy Centre
- Area Coordination Team, Office of the Chief Executive

3.3 Key Dates

- 12.10.09 – Pre meeting for Area Committee
- 21.10.09 – Report deadline for Area Committee
- 28.10.09 – Area Committee: discuss and agree recommendations
- 14.12.09 – Feedback deadline
- 06.01.10 – Area Committee: feedback presented
- 29.03.10 – End of year report deadline for Area Committee
- 07.04.10 – Area Committee: End of Year report presented

4. Learning Theme Area Summary

4.1 Attached as Annex 1 is the area summary for theme. The annex covers:

- Priorities agreed at Area Committee
- Key Issues/background
- Current activity delivered day to day from services
- Any gaps, identified needs or general comments
- Proposals/options

5. Background papers

- Sunderland Strategy Delivery Plans
- Local Area Agreements Delivery Plans
- West Sunderland Local Area Plan
- Information provided by partners and officers at workshop event August 2009 and one to one meetings

6. Contact Officer: Richard Parry, Area Officer for Sunderland West
Tel: 0191 5611217 e-mail: richard.parry@sunderland.gov.uk

Annex 1: West: A Learning Area: Summary

Priority One: Provide a safe environment for young people with more play and youth services and encouragement to continue into further education

Key Issues/background

In addition to formal learning and training opportunities, many young people need a supportive and stimulating environment to maximise and develop their potential.

Current activities

- Completion of the Play Pathfinder programme will see an estimated 15,440 additional children and young people having access to high quality equipped sites in West Sunderland. The Play Pathfinder programme will realise an additional investment of over £773,000 into Play and Urban Games facilities in West Sunderland.
- Safeguarding of children and vulnerable adults is a major priority across the whole community. A multi agency approach seeks to ensure they are protected from harm.
- 'Safe Place To Be' open 8-6pm at Farrington School during term time and some holidays providing informal drop in for young people 11-16, Target young people at risk of social exclusion.
- Key themes to promote being healthy and safe are included in tutorial Schemes of Work at City of Sunderland College, which also impact on Connect learners at Franchise venues. Each tutor will select the appropriate themes and topics to be covered each term depending upon the needs of their tutorial group. Themes covered include, drugs, smoking, alcohol, sexual health, relationships, exercise and healthy diet, making choices etc. Students are also encouraged to participate in college wide initiatives e.g. "Check your bits" campaign.
- There are five commissioned youth projects operating in the area:
 - The Box Youth Project (St Chad's);
 - A690 Youth Project (Silksworth, Sandhill, Barnes);
 - Pennywell Youth Project (St Anne's, Pallion);
 - Lambton Street Fellowship (Citywide);
 - Young Asian Voices (Citywide).

All of this provision is based on the values of enabling young people to learn, grow and develop.

- The Youth Information Shop (City Council) engages with 13 -19
- There are a number of other providers: Youth Almighty; Pallion Action Group; South Hylton Tansy Centre; Pennywell CA.
- The Youth Opportunity Fund/Youth Capital Fund has provided funding for 11 projects.
- Farrington Jubilee Centre has been awarded nearly £500,000 over three years to develop youth provision in the Farrington area.

Gaps/Comments/Needs

- South Hylton Tansy Centre – funding up until March 2010, ran by volunteers. Ad hoc approach because no core funding. Still significant gaps in addressing needs of key sectors of community.
- Pallion (4.2%), Sandhill (4.4%), and St Anne's (4.6%) have higher levels than the City average of Children in Need.
- SAFC Foundation could provide a project based on the Kickz model currently in operation in Sunderland North, East and Washington. Kickz works with 13-19 year olds and runs three evening sessions per week each lasting for approx 2.5hrs per session. This is diversionary project providing positive activities of which two are sport based drop-ins and one is a project night. A successful project in Sunderland North has helped to reduce ASB by 49%. Kickz is also used in the Concord area of Washington to address

ASB, whilst Kickz in Sunderland East is used to promote community cohesion and understanding by addressing racism. Through these models SAFC Foundation runs workshops based on the issues that effect young people i.e. alcohol, substance misuse, pregnancy etc.

- More youth integration sessions should be established;

Actions

- City Council is to develop and deliver a core offer which connects communities with sport and physical activity opportunities which includes wellness, swimming, play and sport;
- Area Committee to be updated on youth commissioning.

Proposal

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|---|
| <ul style="list-style-type: none">• Review: Area Committee to receive a report from the Youth Development Group, in light of youth work commissioning, on the range of services and providers for children and young people to enable an integrated approach to meeting needs and the planning and delivery of services. |
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Priority Two: Provide more weekend and evening activities

Key issues/background

There can be a gap between people's needs and requirements and services provided. Youth provision is currently the subject of a commissioning process and the XL Youth Villages have extended provision to evenings and weekends. The council's Family, Adult and Community Learning Service are seeking to develop programmes to meet the needs of learners who cannot attend weekday programmes. (See Priority Three).

Current activities

- Many community venues deliver a number of activities outside of weekdays.
- Saturday morning out of School hours activity programme at Highfield Primary School. Highfield Children's Centre is open on Saturday mornings.
- Extensive out of school hours activities at Sandhill View and Farringdon Community Sports College.
- GO4IT (PAYP funding) - Delivery of a programme of positive activities with young people aged 11-19 during holidays and two sessions at weekends. Delivered through contract with Pennywell Young People's Project on behalf of the council. The Box Youth Project delivers these activities in the St. Chad's ward as part of a South area contract. Young Asian Voices delivers a citywide GO4IT contract;
- There are two XL Youth Villages once a week for 10 weeks, three times a year.

Gaps/Comments/Needs

- There is limited weekend and evening learning provision available
- There may be scope for other agencies and venues across the West area to deliver additional positive activities for young people in other venues. GO4IT funding will cease in March 2011.
- Currently there is a disproportionate spread of youth provision across the West area. The YDG have purchased mobile youth provision to address this problem and are currently reviewing the commissioning of Youth work strategy which will take over from the old strategy in April 2010. There is a shortfall in funding for the mobile youth provision.
- Provision of youth sessions and resources for BME communities. YAV can deliver youth sessions for young people in the West area but due to lack of funding struggles to meet need.
- Work needs to be undertaken with providers to ensure that a range of opportunities are available on an evening and weekend
- Work with local organisations to develop provision based on the outcome of the analysis
- S/H Tansy Centre – modern multi purpose building including sports hall, training room and internet facilities capable of delivering wide range of community programmes.

Actions

- Investigate the opportunities for other agencies to deliver additional positive activities with young people during holidays and weekends.
- Analyse the kinds of learning provision that local people would like to see delivered.
- Investigate alternative funding to continue to deliver the GO4IT positive activities work with young people after March 2011.
- Review level of youth provision at weekends and evenings as commissioning progresses.

Proposal

- **Allocation of SIB/SIP:** Area Committee to consider receiving an application to enhance weekend and evening youth provision from the Youth Development Group of £30,000 capital and £38,000 revenue costs

Priority Three: Raise aspirations of children and young people and their families

Key issues/background

Due to a range of factors, including the demise of traditional industries, the West has families who are 2nd and 3rd generation unemployed. Lack of availability of local employment, and other economic issues, has resulted in low aspirations that can pass from parents to children and young people. There are 23 schools in the West (one Nursery, three infant, three junior, 11 primary and three secondary). There are also four Children's Centres in the area. The West's working age population isn't as well qualified as those in other parts of the city. 42.2% of residents have no qualifications compared to a city average of 36.9%.

Current activities

- Additional support is being given to pupils making the transition between KS2 and KS4 (primary to secondary school). It is acknowledged this is an important and often difficult time for young people.
- SAFC Foundation delivers family learning at St Anne's School.
- Education Business Connections (EBC) delivers various programmes designed to raise aspirations and build confidence in young people. The programmes are supported by local employers who provide an insight into 'working life'.
- Sunderland City Council's Family, Adult and Community Learning (FACL) service provides a range of courses through various providers to improve confidence and build skills and knowledge. A partnership approach to adult learning is being developed to encourage more adults into educational activities, including community based learning.
- The Extended Services 0-7 Partnership pilot is developing methods to support parents' understanding of their child's learning.
- The Extended Services Buddying project is showing good practice of parental engagement between Nursery School and Voluntary Childcare.
- Within the Children's Centres a volunteer gateway has been established to support recruitment and induction of volunteers. This offers an opportunity for adults to experience and explore their individual preferences and an early induction into further training, education or employment.
- Connexions Personal Advisers work with young people in schools and college centres to raise aspirations and build confidence. Staff work with an identified caseload of NEET young people to provide continuity of support. Connexions teams work on a neighbourhood basis throughout the City of Sunderland. Team leader for the West Area is Viv Scott.
- Sunderland Education Business Partnership (EBP), based in Connexions Sunderland, offer a range of activities to schools including confidence and team building and challenge events. They also offer a Business Ambassador Programme and BEC 500 programme aimed at helping young people better understand the world of work and future employment opportunities.
- Connexions deliver primary events to encourage younger pupils to consider staying in learning when they are older.
- City of Sunderland College deliver family learning programmes in 7 primary schools across the West area.
- The extended Job Linkage service provides support for individuals in relation to training and employability.
- By March 2010 a report will be produced by FACL to identify what learning opportunities carers would like to see available.
- The use of community venues by the college enhances access to learning opportunities and helps widens participation.

- Young people have citizenship activities included in their programmes of study at the college, which help develop a sense of community.
- Extended Services Subsidy for economically and socially disadvantaged Children and Young People to increase access to out of school hours' activity is being piloted with Sandhill cluster of schools.

Gaps/Comments/Needs

- EBC - No core funding, ad hoc approach, lack of strategic approach.
- There is a shortage of providers who are able to deliver family Learning opportunities
- Limited core funding for this priority often results in ad hoc delivery and lack of a strategic approach to tackling the issue. The delivery is often dependent on the ability of individual organisations to raise funding and the clients' ability to pay for Family Adult and Community Learning (FACL) courses. Short term contracts can have a negative effect on the planning and stability of programmes.
- There is a shortage of providers who are able to deliver family learning opportunities for FACL.
- FACL provision is predominantly day time. There is limited evening and weekend provision in some venues. Programmes will be developed to meet the needs of adults who cannot attend during daytimes.

Actions

- Extended Services Subsidy will be rolled out to all schools from April 2010.
- A wide range of family learning programmes to be made available
- Identify and support the development of new providers
- Incorporate into the next round of contracts suitable performance indicators that will seek to raise the aspirations of the young people in the areas that Youth Projects are contracted to operate;
- Continue to engage young people in stimulating and challenging Youth Work programmes that will raise their aspirations and engagement them in the development of the programmes.

Proposal

- **Review:** Area Committee to receive a report on current Family, Adult and Community Learning provision including partners and learning providers, types of courses, community needs, gaps in provision, times and venues.

Priority Four: Reduce the number of young people Not in Employment, Education or Training

Key issues/background

Sunderland NEET Consortium provides a coordinated approach addressing the issues of Sunderland's young people Not in Education, Employment or Training.

Current activities

- Connexions – Personal Advisers work with young people in schools and college centres to raise aspirations and build confidence. Staff work with an identified caseload of NEET young people to provide continuity of support. Connexions teams work on a neighbourhood basis throughout the City of Sunderland.
- Each Personal Adviser has a caseload of NEET clients aged 16-19, sorted by postcode area. (SR4 0, SR4 9, SR4 8, SR4 7, SR4 6, SR3 3 and SR3 4). All Personal Advisers hold relevant Guidance Qualifications at Level 4 and above.
- YAV delivers a citywide GO4IT contract, supporting young people from BME community at risk of becoming NEET or referred by Connexions as being NEET.
- NEET clients are followed up on a weekly basis and appointments can be arranged in a setting convenient to the client.
- Personal Advisers work closely with and develop networks with other professionals and organisations, such as Training Providers, Sixth Forms/Colleges and Voluntary Sector Providers e. g. Pennywell Youth Project, Pallion Action Group and A690 Youth Initiative to ensure the best possible support for the client
- Clients in Year 11 identified as “at risk of becoming NEET” are informed about the Engagement Support and Prevention Project (ESP) and if keen are assigned an ESP Project Worker. Financial support can be offered re travel and equipment costs.
- NEET clients who fall into vulnerable groups (JSA recipients, Carers, Gypsy, Roma, or Traveller, Homeless, in receipt of income support, LDD, LAC, Refugees or Asylum Seekers, Substance misusers and supervised by YOT) and those who have been NEET for 26 weeks or over are referred to the Activity Agreement Project. Financial Support is available for those who sign up to the Project (up to £30 per week).
- One of the Team has specific responsibility for teenage mums living in the West area and is involved in organising and supporting two programmes: Family Nurturing Programme and an NVQ Level 1 in Enterprise Skills. One is on offer at Thorney Close Action and Enterprise Centre and the other is offered at Pallion Action Group. Both offer free crèche facilities. The aim being to improve the client's personal and social development.
- The Personal Advisor seconded to the Family and Parenting Team is responsible for the coordination, promotion and delivery of programmes to identified parents living in the South/West area.
- NEET clients identified in need of additional support and who would benefit from a multi agency approach can be referred via the South West TYS Panel
- GO4IT (PAYP funding) programme of work with young people identified by Connexions as being NEET to increase their skills in obtaining employment or training. Delivered through contract with Pennywell Young People's Project on behalf of the council – and by The Box Youth Project in the St. Chad's and Silksworth wards as part of a South area contract – both renewable annually until March 2011

Gaps/Comments/Needs

- Lack of progression opportunities for young people e.g. from Level 2 to Level 3 opportunities and in certain occupational areas such as construction and motor vehicle work.
- Lack of well paid, full time employment opportunities including Modern Apprenticeships

- There will be a need to find alternative funding to continue to deliver the GO4IT work with young people classed as being NEET after March 2011.

Actions

- EBC – links to include Access to College Education days, Attack Clubs, enterprise days and inter school competitions to re-engage reluctant learners.
- EBC – Connect to e-mentoring programme to gain qualifications.
- The Working Neighbourhood Strategy aims to address individual needs to support people into work and reduce worklessness.
- Sunderland's 14-19 Partnership hosts Apprenticeship Open Days to provide more information and advice about the vacancies and opportunities available with employers, trainers and education across the City.
- SAFC Foundation is working in partnership with the Department for Work and Pensions and Job Centre Plus targeting people 18+ in Sunderland who are not in education, employment or training (NEET). Starting in October 2009; the project is for an initial 18 months running five x 10 week courses with participants gaining accreditation, increasing employability skills and progressing into employment.
- A key demographic for this project are the 18-24 NEET young people. SAFC Foundation has a successful trainee scheme which targets young people 16+. Trainees are with the organisation for two years gaining qualifications, accreditation and employability skills whilst also receiving on the job training and coaching through experiential learning and staff mentoring. In the last 12 months, SAFC Foundation has recruited 5 out of 11 trainees onto full or part time permanent positions within the organisation.

Proposal

Escalate to LSP - Review apprenticeship opportunities, including the commitment of the public sector, to the creation of more full apprenticeships either by seeking to provide opportunities within statutory sector organisations or the possibility of providing financial incentives to other employers.

West Sunderland Area Committee

4th November 2009

Report of the Chief Executive

Thematic Feedback Report

1. Why has it come to Committee?

- 1.1 Earlier in the municipal year the Committee agreed the work plan for the 2009/10. As some priorities are not being discussed until 2010, it was deemed necessary to establish working groups outside of Area Committee and build in additional actions to ensure that all priorities can be addressed throughout 2009-10.
- 1.2 Each Area Committee has a standing agenda item allowing for updates to be given on all five thematic priorities throughout the year. Even though some priorities will not be discussed until 2010, summary area templates are being established throughout August and September 2009 for all thematic priorities.
- 1.3 This approach facilitates and assists in identifying early wins at the beginning of the municipal year. Working groups then have the opportunity of presenting early wins to Area Committee before the proposed scheduled date to bring flexibility to the area arrangements. This allows for any emergencies that may develop and will ensure that when other work streams under the Community Leadership Programme are established, for example, complementing 'Responsive Local Services' and the 'Communications for Area Committees', that they can strengthen the whole agenda of area arrangements, using Area Committees as the established focal point.

2. Description of Decision (recommendation)

- 2.1 Area Committee is asked to agree the contents of Annex 1 and 2.
- 2.2 Area Committee is asked to agree the following proposal (also identified in Annex 2a):

Review

- Note the initiatives already taking place to tackle Anti Social Behaviour
- Note the work to be carried out by the Community and Safer City Scrutiny Committee review
- Agree to receive a further report in April 2010

3. Thematic Feedback

- 3.1 In July 2009, the Area Committee agreed a number of actions and proposals, relating to the 'Safe' priorities, to be formulated into an action plan for Area Committee to monitor. This is attached as Annex 1. In September 2009 the Area Committee agreed a number of actions and proposals relating to the 'Attractive and Inclusive' priorities, to be formulated into an action plan for Area Committee to monitor. This is attached as Annex 2.
- 3.2 'Attractive and Inclusive – improving the environment' priorities are scheduled to be discussed at the Area Committee in January 2010, with 'Prosperous' priorities in March 2010. In August 2009 a workshop was held discussing both thematic priorities, with the understanding that any early achievements should be delivered between now and November 2009, or as soon as practically possible, instead of waiting until 2010.

3.3 Information is currently being collected from the workshops to inform action plans, to enable Area Committee to monitor progress on this standing item at each Area Committee, this will allow for the priorities to be continuously updated.

4. Background Papers

- Sunderland Strategy Delivery Plans
- Local Area Agreements Delivery Plans
- Safer Sunderland Partnership
- West Local Area Plans
- Information provided by partners and officers at workshop event August 2009 and one to one meetings

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Annex 1: West Sunderland Safe Action Plan
Annex1a: Illegal sales of alcohol report
Annex 2 West Sunderland Attractive and Inclusive Action Plan
Annex 2a: Report regarding Private Landlords, empty properties, anti-social behaviour

Safe Thematic Action Plan for West Area: Reduce anti social behaviour and review the level of Police or Community Support Officers on the street

Annex 1

Actions highlighted in grey are the areas identified as priorities for the theme

Action	RAG	Progress	Next Steps
Priority 1: Target underage drinking			
Improve intelligence sharing with partners, police, Gentoo, Environmental Enforcement Officers and Cllrs		Environmental Enforcement Officers now linked into LMAPS process	Continue to review and report back to Committee
Investigate the problem of 'drinking dens'		Initial report to September Area Committee. Proposals agreed for further action	Further report in January 2010
Area Committee to identify hotspots or areas of concern around illegal sales of alcohol, to enable targeted bottle tracing exercises and test purchase exercises to be completed with child volunteers.		Report to committee in July with feedback in September. Police/Trading Standards joint operation planned for half-term holiday	Report to November committee (Annex 1a). Joint Police and Trading Standards operation w/c 26 October
Use of alcohol sales licence reviews, where appropriate, to impose new conditions		Report to committee in July	Use of reviews, as appropriate
Priority 2: Provide better/more activities for young people			
Continuation of the work done through Phoenix project and secure longer term project funding to allow for future planning.		Two year SIB funding proposal to be developed to allow the project to enhance its provision	Citywide bid to all Area Committees in November
Investigate and feedback the Positive Futures social inclusion programme model used at Raich Carter, with a view of rolling it out to the West		To be included in overall review of services for children and young people	Report to Area Committee following youth commissioning
Provide costings of delivering the Youth Fire Fighters Association across the area, linking this into Duke of Edinburgh and Mayors Award (with Children's Services)		Youth Fire Fighters being reviewed by TWF&RS	Once review complete, report to Area Committee
Priority 3: Target ASB, drug abuse and criminal damage			
Out of hours patrols and collection of drugs intelligence, reported through LMAPS		Gentoo to share information with LMAPS	Continue to review and report back to Committee

Area Committee to support the development and implementation of the ASB initiative being delivered by N. Police throughout July and August 09. Area Committee to bring suggestions forward.		Operation completed	Continued intelligence led operations
TWFRS to work closely with Police, Gentoo and CCS Enforcement Officers to tackle improve prioritisation of wheelie bin fires. Consideration to be given around piloting a project to reduce wheelie bin fires in hotspot areas.		Work arrangements in place. Pilot project proposal not progressed at this stage	Continue to review and report back to Committee
Priority 4: Provide better support for the victims of domestic violence			
Provide better support to victims of domestic violence by improving partnerships and keep close working links with Police as well as Council.		Partnership arrangements in place	Continue to review and report back to Committee
Priority 5: Target Police/CSO/Warden presence in hotspot areas			
Court Custody Investigation Officers, Offender Managers and neighbourhood Co-ordinators to be more visible, meeting and engaging with communities		Community Support Officers and Beat Managers take on this role	None
Feedback on the success of Neighbourhood Wardens, which were used in Sunderland North to improve the quality of life for local people		Citywide approach being developed	Report to a future committee
Priority 6: Strengthen relationships between the Police, other support agencies and the local community			
YOS to develop proposals around establishing a Community Payback Scheme, where x amount of hours are awarded to the Area Committee to allocate against improving the quality of life, via LAPs priorities i.e. removal of graffiti		Initial discussions have been held with the Youth Offending Service	A meeting is to be arranged with relevant partners and feedback will be provided at the meeting in January 2010. Other areas have also identified this action
Establish a Communication Strategy for the Area Committee		Develop proposals for Committee consideration	Initial strategy established

Investigate the sustainability of introducing Neighbourhood Watch Schemes across the area and bring back feedback to September 09 meeting		Report to September's committee	Update progress on a quarterly basis
Promote the PACT meetings (Police and community together) across the area through the Communications Plan		To be included within Area newsletters	Information to be provided
Increase the profile of Community Safety Days across the area, via use of a mobile bus		Being reviewed by Gentoo. Will be reported through LMAPS	Report to area Committee once review complete
Gentoo to share information on the number and type of tenancy breaches recorded		Gentoo to share information with LMAPS	Continue to review and report back to Committee
Priority 7: Promote a holistic approach to area problems, including lifestyle and wellbeing			
Conduct an analysis on how many private landlords there are in the area and what % are accredited landlords, with a view of encouraging non-accredited landlords onto the Sunderland Voluntary Accredited Landlord Scheme		Information complete, landlords are actively encouraged to join the scheme	Report from Health, Housing and Adult Services (Annex 2a) is being referred to Scrutiny. Further reports to Area Committee following Scrutiny
Consider what community infrastructure is required to help develop engaged and healthy communities		Delayed subject to staff changes and re-structuring	March report
Develop sexual education projects and other health education to target young people and those most at risk		To be reviewed once youth commissioning is complete	March report

Illegal sales of alcohol to persons under 18 years of age.**Background**

The Council, as a local authority designated as a Licensing Authority by the Licensing Act 2003, has the responsibility for administering the process whereby shop premises may acquire the licences necessary to sell alcohol. Applications for such licences that attract objections from neighbours or certain statutory agencies such as the Police are referred for determination to a Licensing Sub Committee constituted from members of the Council's Licensing Committee. Similarly, licences, once granted, may be reviewed by a Licensing Sub Committee if neighbours or a statutory agency make an application for this process. This procedure could result in the revocation of a licence or the imposition of restrictions upon its use.

Among other provisions, the Licensing Act prohibits the supply of alcohol to persons under 18 years old. The Act gives to local authority Trading Standards departments the responsibility to enforce this part of the law and allows Trading Standards Officers (TSO's) to send young people to attempt to buy alcohol as part of a test purchase exercise.

Test Purchase Exercises

In enforcing this law the Council's Trading Standards Section follows the guidance on the conduct of test purchase exercises provided by the Local Authorities Coordinators of Regulatory Services (LACORS), an agency of the Local Government Association. This good practice document requires that a TSO enters a shop before the young test purchaser in order to observe events. Should a sale then occur, the TSO is able to give the necessary evidence before a Court without the need for the young person to attend.

The Trading Standards Section has conducted numerous attempt test purchase at shops in the City in the years since this responsibility came to Councils with the result that, over time, increasingly fewer sales to our child volunteers have occurred. Officers suspect that, as well as enforcement activity having a deterrent effect, the presence of an adult and young person unfamiliar to shop staff prevents illegal sales that would otherwise be made. Additionally, intelligence received from the public often indicates that young people are acquiring alcohol from adults who have purchased it on their behalf; a situation known as 'proxy selling'. In light of all the circumstances, the Trading Standards Section, alongside traditional methods, is seeking to utilise other techniques to prevent alcohol sold by off licences entering the possession of young people.

The situation in the West Sunderland area

In the wards which constitute West Sunderland, the Council has issued licences to 64 premises for the sale of alcohol for consumption off the premises. Since 1 April 2008 the Council is aware of four calls from members of the public to the Police and the Trading Standards Section about young people consuming alcohol in the vicinity of those premises.

Work undertaken by the Trading Standards Section in the West Sunderland area

Since 1 June 2009 Trading Standards Officers have visited all off licences operating in the area to remind shop staff of their responsibilities with regard to the sale of alcohol to young people and have given to the licensees at each premises an information pack which contains a book for recording refused sales of alcohol and training materials for staff.

Given that, as mentioned above, intelligence suggests that alcohol consumed in public by young people was not necessarily sold directly to them by a shop, the Trading Standards Section have sought other means to identify the source of the alcohol. One tool which may be helpful in this regard is the legal requirement that foodstuffs are marked, for safety reasons, with a number which indicates the 'batch' in which they were manufactured. This is intended, in the event of any safety issues associated with an item of food, to allow other food items packed at the same time to be traced. This code number, when found on a bottle or can of alcohol in the street, is likely to match other containers of that brand on the shop shelf from which it was selected. Such information may be of use to Police Officers who may seize containers of alcohol from young people they discover drinking in public. In order to assist the Police in this regard the Trading Standards Section has sent the Police a briefing note on this subject for use in training their officers.

Also, the Trading Standards Section has commenced a series of presentations at each of the Local Multi Agency Problem Solving (LMAPS) area meetings. The aim is to raise awareness of their role in preventing sales of alcohol to young persons and to encourage the supply of information about potential offenders in this regard throughout the City.

An update on recent test purchase activity will be given orally at the meeting.

Attractive and Inclusive Thematic Action Plan for West Area: Invest more in housing programmes
Action Progress

Annex 2
Next Steps

Priority 1 Bring empty properties back into use			
Health, Housing and Adults Individual Area Action plans (with targets) to be developed regarding empty properties across all areas in the City		Empty Property Action Plan currently in development, which will set targets for each area	Completion of Action Plan and report targets and progress to Area Committee
Health, Housing and Adults Provide a report regarding the links between empty homes and ASB		Report has been completed and is being referred to Scrutiny due to these concerns being expressed at all Area Committees. Report back attached as Annex 2a	Report back to Area Committee following appropriate Scrutiny Committee
Health, Housing and Adults Consider additional resources to enable more work to tackle the 410 empty properties in the area and to carry out more proactive work		This is included in the above report	Action as above
Priority 2: Address lack of parking provision in some residential areas			
Council, Gentoo Highlight hotspots of illegal/inconsiderate parking and develop proposals to tackle the problem		Meeting with the Traffic and Road Safety Team has taken place, which has highlighted a number of issues: traffic management budget is for accident reduction, congestion, air quality and access; loss of open space - need for planning permission; increased permeable area- increased risk of flooding, need for planning permission; change of use may require strengthening works for utilities	Incorporate within the 'improving residential areas' work plan. Consideration to include options to provide vehicular crossings in the footway-
Priority 3: make estates/residential areas more attractive			
City Services, TPCT Identify capacity in community facilities to enhance wellness provision		Due to significant staff re-structures no progress has been made	To be progressed with progress to be reported in January
City Services Receive an application to enable all current outstanding highway and carriageway works to be carried out		This is currently in development	To be incorporated into the overall plan/proposals for neighbourhood improvements

OCX, City Services, Gentoo Develop a programme of neighbourhood improvements, with full community engagement		This is currently being developed and there will be a presentation to November committee of the options available	Following the presentation and an indication of priorities, further work will be undertaken and a report and possible funding options will be presented at the January meeting
Groudworks Develop Green Team proposal		This is currently being developed by Groundwork as a multi area SIB proposal	The intention is to submit the bid to the January meeting. Consultation on it will take place throughout November and December
Priority 4: Improve landlord's licensing and take measures to prevent disrepair			
Health, Housing and Adult Services Explore providing a more proactive enforcement service in a small pilot area to determine the impact it would have on the education of the community with regard to housing conditions and the decent homes standard and its impact on the level of complaints received		This is to be included in the report to Scrutiny Committee	Update to future Area Committee after consideration by Scrutiny
Health, Housing and Adult Services Market the landlord's Accreditation Scheme		There are limited powers to vet and regulate the Private Rented Sector. There are currently 228 landlords who are members of the voluntary accreditation scheme, which is actively pursued across the city	This will be reported to Scrutiny Committee within the overall 'Empty Properties' report and further reported back to Area Committee
Health, Housing and Adult Services Engage with the Private Landlords' Forum		This is an ongoing commitment	To continue this process
Health, Housing and Adult Services Investigate the scope for further collaborative working to increase the use of the Empty Property Officer		Environmental Enforcement Officers now undertake the enforcement of rubbish and detritus nuisance, which is often a result of an empty property. This frees up the Empty Property Officer to concentrate on property issues	Further developments will be reported to committee

1. PURPOSE OF REPORT

- 1.1 Inform members of the current position in relation to empty properties and anti social behaviour across the City
- 1.2 Inform members of work currently being undertaken to tackle empty properties and anti social behaviour
- 1.3 To advise members of the forthcoming review of anti social behaviour by Community and Safer City Scrutiny Committee which could be used to inform proposals for tackling anti social behaviour at Area Committee level

2. BACKGROUND

- 2.1 Evidence suggests that a clear link between anti social behaviour and a poor housing environment exists across all tenures. Where poor quality housing is evident, a higher than average level of anti social behaviour is likely to be experienced resulting in a poorer quality of life for all local residents. This is often more apparent where a high level of empty homes exist. Often poor quality housing in the private rented sector becomes the housing of last resort for the most vulnerable individuals in society.
- 2.2 Strategically, the Council and the Local Strategic Partnership have identified anti social behaviour, empty homes and poor landlord practices in the private rented sector as key issues requiring further intervention. This is highlighted in a number of local strategies including the Sunderland Strategy, Safer Sunderland Strategy, Empty Property Strategy and the Housing Strategy.
- 2.3 It is recognised that long-term empty homes represent a wasted resource and re-occupation results in the following mutual benefits: making a valuable contribution to meeting the housing needs of local people; generating additional revenue through Council Tax; preventing empty properties becoming the focus of anti social behaviour and enhancing the appearance of the local environment.
- 2.4 As of August 2009, **2314 (2.5% of the total private stock in the Sunderland)** private properties were classed as long term (over six months) empty residential homes. On an area basis the breakdown is as follows;
 - North – 385 (2.1% of the private stock in that area)
 - East – 722 (3.6% of the private stock in that area)
 - West – 403 (2% of the private stock in that area)
 - Coalfield – 513 (3.3% of the private stock in that area)
 - Washington – 291 (1.7% of the private stock in that area)

Given that the national average for long term empty properties in the private sector is **1.3%** it is evident that all areas exceed this.

- 2.5 In 2008/09, **406** empty properties across the City were brought back into use or demolished against a key PI target of 360 (339 were brought back into use and 77 were demolished as part of the Councils Area Renewal Programme). A breakdown of those premises across the area committees is as follows:-

- East Area 80
- North Area 137 (77 demolitions)
- Coalfield Area 55
- West Area 112
- Washington Area 22

2.6 The City wide target for 2009/10 is 375. This is a 'stretching' target given limited resources and the length of time it takes to bring empty properties back into use. To the end of September 2009 there have been 117 properties brought back into use or demolished across the city. The breakdown is as follows:-

- East Area 51
- North Area 17
- Coalfield Area 25
- West Area 14
- Washington Area 10

2.7 In order to tackle problems associated with the private rented sector, the Council's Housing and Neighbourhood Renewal Team pro-actively engage with landlords, managing agents and tenants to provide support, advice and guidance on health, safety and housing related matters. In addition, formal action is taken where both landlord and tenant fail to improve conditions.

2.8 With regard to anti social behaviour, the Team also hold the responsibility for investigating and resolving all such incidents in the private sector. The Anti-Social Behaviour Unit investigated approximately **500** cases during 08/09. On an area basis the breakdown is as follows;

- North 55
- East 148
- West 98
- Coalfield 57
- Washington 133

3. CURRENT SITUATION

3.1 Interventions currently in place to tackle problems associated with the private rented sector and empty properties include:

Empty Properties

3.2 **Landlord Accreditation Scheme** – Currently there are limited powers to regulate the Private Rented Sector, however, Sunderland, operates a voluntary Accreditation Scheme with the aim of promoting good landlord practices. 228 landlords are currently accredited, 81 of whom have property in the Hendon area. Landlords are vetted prior to being accepted as an accredited landlord. The Scheme operates across the city.

3.3 **Dedicated team to carry out enforcement activity associated with housing standards** – Where officers have been unable to resolve issues informally, formal action can be taken to ensure housing standards are improved. This can range from defective drains to dangerous conditions in the home. The team also inspect the City's 1500 Houses in Multiple Occupation (HMO) to ensure they provide a safe and healthy home for tenants. Over recent years the government has introduced

mandatory licensing for larger HMOs and Sunderland currently licence 120 such properties. Licensing strengthens the authority's powers in relation to the management of such properties.

- 3.4 ***Tenant/landlord vetting*** - In addition, the team is responsible for carrying out 'vetting checks' on behalf of landlords who are members of the City Council's Voluntary Accreditation Scheme and on average almost 30 such requests are received each month.
- 3.5 ***Dedicated Empty Property Officer*** - The Empty Property Officer and a Private Sector Housing Officer work across the whole of the city to bring empty properties in the private sector back into use. This can be through working with owners to renovate and sell or rent out, use of enforcement powers, demolishing the most unfit housing or by working with the Housing Options Team to match homeless people with empty properties. However, the volume of work associated with ensuring empty homes are secured against unauthorised access, free from anti social behaviour, vandalism and illegal dumping mean that proactive preventative work is limited.
- 3.6 Previously a targeted approach was adopted in the Hendon area, when Back on the Map funded a dedicated Empty Property Officer for three years. This project terminated in March 2009 during which time 178 empty homes had been brought back into use. As part of this initiative a 'Smartwater' scheme was successful in protecting properties and their contents from theft.
- 3.7 ***Area Renewal*** – In certain areas it has been essential to provide additional support in relation to home and environmental improvements. These have been targeted schemes as part of a wider regeneration package. In particular landlords have benefited from participation in Block Improvement Schemes on the condition that the property is brought up to the Accreditation standard. Should participating Landlords allow their properties to remain empty for longer than 3 months they have to pay back their grant allocation in full.
- 3.8 Recently a pilot project was undertaken by the Housing and Neighbourhood Renewal Team which saw officers proactively tackling issues of empty homes, anti social behaviour and poor rented housing standards and management in two pilot areas. Initial feedback from residents welcomed this approach but more work to determine the outcomes, impact and hopefully the reduction in the fear of crime expressed by residents initially is required. Officers intend to return to the two pilot areas after 6 months to measure and learn from the exercise.
- 3.9 In addition, the team is currently finalising an application to the Secretary of State to introduce Selective Licensing in the Hendon area. Selective Licensing allows a targeted approach to be taken in a set geographical area that is suffering from low demand and/or anti social behaviour. All private landlords operating in the area are required to pass a 'fit and proper test' and be issued with a licence. Operating without such a licence is a criminal offence. Should Sunderland's application be successful it will be one of only 12 authorities in the country to have introduced Selective Licensing.

Anti Social Behaviour

- 3.10 ***Dedicated team to investigate cases of anti social behaviour within the private rented sector*** - With regard to anti social behaviour, although the Council's Housing

and Neighbourhood Renewal Team holds the responsibility for investigating and resolving cases across all housing tenures, their main focus relates to the owner occupied and private rented sectors.

- 3.11 There are currently three Officers employed to cover the City. Officers are committed to reducing the level of anti social behaviour within the private sector and regularly work outside of their office hours (9-5) to investigate cases and attend community meetings. Given that approximately 76% or 210,000 of Sunderland's residents live in the private sector and that the majority of anti social behaviour occurs on evenings and weekends, difficulties can arise when trying to resolve cases.

Partnership Working

- 3.12 The Council works with its partners to tackle anti social behaviour through Local Multi Agency Problem Solving groups (LMAPS). Partners, for example Gentoo and the Police also have resources to deal with anti social behaviour and it is necessary to ensure that, along with the Councils own resources, they are used to maximum effect.

4. NEXT STEPS

- 4.1 At it's meeting on 7 July 2009, Community and Safer City Scrutiny Committee agreed proposals for a review of anti social behaviour actively. The suggested areas to be included within the review are as follows;
- To gain an understanding of approaches of the Council and its partners in tackling anti social behaviour and ensure that a strategic approach is being taken
 - To map service provision to identify hotspots or any gaps in provision
 - To examine the issue of underage drinking (note – Children's Services Review Committee scrutinised Alcohol and Young People in 2008/09)
 - Strengthen the environmental services connection with LMAPS
 - To consider the balance between preventative and enforcement action
 - Developing activities and interventions for young people and families that helps meet their needs
 - Look at perceptions of anti social behaviour (Local Area Agreement)
 - Progress of Local Multi Agency Problem Solving Groups

A draft final report will be considered in March 2010.

- 4.2 Area Committees have all identified anti social behaviour as a priority within their areas. This is a problem which occurs in all Area Committee boundaries to varying levels and members have expressed a wish to see a local response to these issues. Whereas anti social behaviour must be addressed at a local level, it is important that any solution is sustainable and maximises all available resources, including those of partners
- 4.3 In view of the work already being undertaken by the Community and Safer City Committee, it would be appropriate to have regard to the findings of this review when formulating proposals for tackling anti social behaviour at Area Committee level. Given the timetable of the review, it is recommended that a further report is submitted to Area Committees in April next year

5. RECOMMENDATIONS

5.1 Members are recommended to:

Review

Note the initiatives already taking place to tackle Anti Social Behaviour
Note the work to be carried out by the Community and Safer City Scrutiny
Committee review
Agree to receive a further report in April 2010

REPORT OF THE DIRECTOR OF CITY SERVICES

**BARNES PARK REGENERATION UPDATE – APPOINTMENT OF CONTRACTOR
AND COMMENCEMENT OF WORKS ON SITE**

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update West Area Committee on the appointment of the Contractor to undertake the regeneration works within Barnes Park and the subsequent commencement of works on site, following approval by Cabinet 3 June 2009.

2. BACKGROUND

- 2.1 It was agreed by Cabinet on 8 November 2006 that Sunderland would submit one funding application to the Big Lottery Parks for People Fund and the park chosen for re-development, should the application be successful, was Barnes Park.

- 2.2 It was subsequently agreed by Cabinet on 3 June 2009, following the award of the Heritage Lottery Fund Grant in April 2009, to proceed to procure appropriate works with appointed contractors and to accept the Heritage Lottery Fund grant of £2,420,000.

- 2.3 The overall project value is £3,661,000.

- 2.4 Funding contributions are made from:

Heritage Lottery Fund	£2,420,000
Country Durham Environmental Trust	£150,000
Local Transport Plan	£100,000
Play Pathfinder	£200,000
Volunteer contribution	£6,888
SCC enhanced management and maintenance of Barnes Park – revenue	£89,515
SCC general revenue	£9,700
Sunderland City Council Capital programme	£684,900

- 2.5 A key element of the redevelopment is to make the whole park - and particularly the play areas - accessible to all, including those who are severely disabled. As well as specialist play equipment there will be a changing pavilion fully equipped to support those caring for disabled children and adults and parking – including a number of disabled parking bays.

- 2.6 Other developments at Barnes Park will include the restoration of historic features such as the canon, bandstand, railings, gates and bridges. A cycleway will be installed. There will be a sensory garden designed with visually impaired people in mind and a formal garden. The lake and surrounding area will be rejuvenated to create an ideal space for picnics and an extensive events programme. Excess shrubbery and tree coverage will be

removed to open up sight lines and make people feel safer, as well as CCTV installed. There will also be car parking facilities, a new bridge for the lake, new seating, railings and signage and a grand staircase leading from the former Park's depot, down to the bandstand.

- 2.7 The 18 month redevelopment project began on the 19 October 2009 and for the safety of park users it will remain closed throughout the redevelopment. However, the Coach House Café will stay open throughout and the new children's play area, sensory and formal garden, Durham Road gates and entrance and Ettrick Grove Car Park, will be open by March 2010.
- 2.8 The bowling greens at both ends of the Park will be open in time for the new bowling season in April 2010. The bowling greens will be maintained throughout the regeneration works.

3. CURRENT POSITION

- 3.1 Full planning permission has been received and Listed Building Consent received to undertake regeneration works within the Park, following a Special Planning Committee on 24 February 2009.
- 3.2 The contractor has been appointed to undertake the regeneration works. The successful contractor is a local company called Brambledown. They undertook the regeneration works at Herrington Country Park and their tender application for Barnes Park scored 93.6 out of 100. The tender was scored 60% price and 40% quality and Brambledown were the most economically advantageous tender in terms of quality, design and cost.

4. COMMUNICATION

- 4.1 During the application process significant consultation was undertaken with the community, local schools and specialist groups, as well as various services across the council specifically relating to Art, Children's Play, Health, Housing and Adult Services, Sport and Wellness, Heritage and Wildlife.
- 4.2 Communication will be critical to ensure the project gains maximum positive publicity for the West Area and to minimise any complaints that may arise during the regeneration works.
- 4.3 A dedicated website has been established and can be found at www.sunderland.gov.uk/barnespark. The website will be used in all communication and will be updated weekly with updates on what's happening within the Park.
- 4.4 Information panels will be located around the Coach House Café within the Park, which will remain open throughout the works. The Café will be an information hub for the Park and members of the public will have the opportunity to visit the site, during organised visits as well as the opportunity to share their views on works ongoing.
- 4.5 A dedicated reporter has been appointed with the Sunderland Echo to ensure information is provided in a timely manner and to ensure that health and safety messages in particular are shared, to ensure that people understand it will be incredibly unsafe to go into the Park during the construction works, should someone choose to break-in out of working hours. Security will be at an optimum during the regeneration works with 24 hour on-site security

provided by the Contractor, as well as CCTV. Information updates will also appear in the West Area newsletter.

5. CENTENARY EVENT

- 5.1 Children from Little Learners Day Care Nursery joined the Mayor of Sunderland, Cllr Dennis Richardson; Cllr James Blackburn, Cabinet Member with Portfolio for Attractive and Inclusive City and Ivor Crowther Head of the Heritage Lottery Fund for the North East, for the promotional photograph on the Bandstand in Barnes Park, which promoted the successful Barnes Park Centenary Event which was held on Sunday 9 August 2009.
- 5.2 The free family event took place in Barnes Park on Sunday 9 August between 12noon and 4pm to celebrate the park's centenary and everyone was invited to attend.
- 5.3 Those who came along took part in free craft activities including wire art and willow weaving, face painting and storytelling. With refreshments at the Coach House Café and live music on the bandstand from the Benny Graham Ceilidh Band, it was a really fun afternoon for all ages. Mayor of Sunderland, Cllr Dennis Richardson also unveiled the final regeneration plans at the event.
- 5.4 The event was also a chance for people to find out more about the park's future, as the final plans for its regeneration were unveiled for all to see.
- 5.5 Head of the Heritage Lottery Fund in the North East Ivor Crowther said:
"Open spaces such as Barnes Park play such an important role as havens from the bustle of daily life. We are thrilled to help restore and open up this wonderful park for as many people as possible to enjoy. The North East has some of the best parks in the country and HLF is dedicated to bringing them back to their former glory. People will benefit from this funding all year round from spring through to winter; this funding will ensure that this park can be enjoyed for generations to come".

6. KEY MILESTONES

- 6.1 The following key milestones broadly highlight planned regeneration activity:

TIMESCALE	ACTIVITY
19 October 2009	Close Barnes Park – commence works on site
31 March 2010	Open new play area, sensory garden, specialist toilet and changing pavilion, Ettrick Grove Car Park and new entrance, Durham Road Gates
Easter weekend in April 2011	Open remainder of Park – Opening celebration event

7. CONCLUSION

- 7.1 Members are asked to note the contents of this report and to support the Barnes Park regeneration works moving forward.

8. BACKGROUND PAPERS

8.1 The following background papers were relied upon to compile this report.

- a. Parks for People Stage 1 Application to the Heritage Lottery Fund
- b. Parks for People Stage 2 Application to the Heritage Lottery Fund
- c. Barnes Park Cabinet Report 8 November 2006
- d. Barnes Park Cabinet Report 3 June 2009

West Area Committee

4th November 2009

Report of the Chief Executive

Review of the Local Area Plans (LAP)

1. Why has it come to Committee?

1.1 To provide Area Committee with details of the review of the Local Area Plan.

2. Background

2.1 Following the extensive programme of consultation with members, partners, community stakeholders and the wider community, the West Sunderland Local Area Plan (LAP) was approved by Cabinet in July 2009.

2.2 The West Area Committee established a Local Area Work Plan in July 2009 to implement the LAP's priorities that had been developed by the Committee and its partners.

2.3 A review of the LAP is included within the new Area Committee governance proposals adopted in May 2009 with the process culminating in the Annual Report in April 2010 and the adoption of a refreshed LAP, priorities and Work Plan in June 2010. This review will be carried out annually with a full public consultation undertaken every three years.

3. LAP Review; process and principles

3.1 The LAP should be seen as a statement, published at the beginning of each municipal year. The statement should act as a focal point for residents to gain an understanding on what public services and what agencies are delivering in their neighbourhood/area over the next 12 months (May-April), indicating: key facts; what local residents have told us; intervention improvements and current initiatives

3.2 Information is gathered annually, from a variety of different sources between November and February, including from:

- Councillors;
- Partners' delivery plans;
- Directorates' delivery plans;
- Community Spirit and Citizen Panels;
- Sunderland Community Network;
- Place Survey;
- IMD statistics;
- Cabinet, LSP and Scrutiny work plans.

3.3 An end of year report will be produced in April, outlining how improvements and initiatives brought value and benefit to an Area, and what lessons have been learnt and shared. This information is shared with LSP, Scrutiny and Cabinet to influence future ways of working and ensure city wide projects are aware of what is happening at an area level and that area concerns feed into city wide initiatives

3.4 The review, as well as being about developing, implementing and monitoring the effectiveness of the LAP, is also concerned to ensure that the infrastructure supporting the

process and people is strong and adequate enough to cope with the demands of the area arrangements. This will be achieved by Self Assessments and Members' Surveys being completed and analysed, ensuring that all councillors and partners have an opportunity to influence and shape the Sunderland Way of Working.

4. Recommendation

4.1 To note the review and to take part in the self assessments and members' surveys

5. Background papers

- Area Workshop papers
- Local Area Plans

6. Contact Officer: Richard Parry, Area Regeneration Officer for Sunderland West
Tel: 0191 561 1217 e-mail: richard.parry@sunderland.gov.uk

RESPONSIVE LOCAL SERVICES**REPORT OF EXECUTIVE DIRECTOR OF CITY SERVICES AND THE CHIEF EXECUTIVE****1. PURPOSE OF THE REPORT**

- 1.1 To advise West Area Committee of the commencement of the Responsive Local Services (RLS) project which forms part of the Council's Community Leadership Programme.

2. INTRODUCTION/BACKGROUND

- 2.1 The Community Leadership Programme, which commenced in September 2008, is based upon the need to accelerate delivery of quality of life improvements for the people of Sunderland and to improve their satisfaction levels with the way the Council and its partners perform. The Responsive Local Services project is designed to satisfy the service delivery element of the programme ensuring that, in delivering its day to day services, the Council is more responsive to the needs and expectations of its customers and engages with citizens more effectively.
- 2.2 In essence the project provides each Area Committee with the tools required to tailor services in the locality and communicate the improvements effectively to residents to improve satisfaction and resident understanding of the elected Member's community leadership role.

3. CURRENT POSITION

- 3.1 In order to achieve an early impact, it is proposed that the Project commences with a focus on the important high volume neighbourhood services detailed below:
- Litter
 - Refuse Collection
 - Grass Cutting
 - Graffiti
 - Dog Fouling
- 3.2 The services included in the first wave have been chosen according to their relative importance and the ability to measure performance against the current service standards. It is necessary, in this respect, to publish the associated service standards to enable residents and Members to engage in service delivery performance updates, via Area Committees. This will enable Area Committees and residents to consider local priorities and service performance when tailoring service standards to match local need.
- 3.3 The service scope of each subsequent wave of the Project would then be defined upon the basis of customer feedback through the Customer Services Network, feedback from Residents' Surveys, Area Committees, Ward visits and the analysis of service requests via the staff reporting line.

4. AREA COMMITTEE REPORTING

- 4.1 The RLS project sets the scene for Area Committees to receive regular performance reports regarding the services included in the first and subsequent waves of the project. The performance reports will also identify locality issues arising from the analysis of staff

reports to the staff reporting line to allow the Committee to consider the allocation of SIP funding.

- 4.2 Taking into consideration the Area Committee meeting schedule, the first RLS performance reporting cycle will commence in January 2010, with the presentation of summary performance reports to each committee for discussion and consideration. As the services included in the RLS project increase with each wave of activity, the monthly performance report will provide a richer and more meaningful interpretation of local needs and issues, to inform local tailoring.
- 4.3 The staff reporting line has already identified a number of associated environmental issues in each locality a summary of which will be presented to each committee for consideration.

5. LOCAL PROBLEM SOLVING

- 5.1 It is envisaged that in the majority of cases the area performance reports will provide a sound basis upon which service tailoring can be delivered to address a local issue or request for service. However in some cases this model will not suffice and a problem solving approach will be required to consider the issue in more detail and deliver the necessary service actions.
- 5.2 When this occurs it is proposed that a local problem solving group, including partner organisations where necessary, be established to provide feedback to the relevant Area Committee regarding the plan to address the issue (this could provide the Area Committee with a framework for identifying where it may wish to invest its discretionary budget). Once agreed the partnership plan will be implemented with performance updates being reported back to the Area Committee with agreed regularity.

6. RECOGNITION FOR ACTION

- 6.1 The Corporate Communications Team is already developing an approach to satisfy the communication requirements of area governance and the RLS project, the first results of which should be in place by November 2009. The key is to link service improvement with community leadership to strengthen the connection, and provide citizens with tangible opportunities to influence service delivery in the local area. The relevant service standards will be published to provide a baseline for service tailoring.

7.0 FINANCIAL IMPLICATIONS

- 7.1 Resource tailoring is a key consideration for this agenda to ensure that any alignment between the resource available to meet current standards of service delivery and any potential increase to service standards or demand is carefully managed. Ongoing monitoring will take place and resource allocation will be, in the first instance, managed within existing budget provision. Any demand for further provision would be required to be considered as part of the Medium Term Financial Planning Process.
- 7.2 Area Committees are also able to call upon their Strategic Investment Plan allocations to respond to local issues arising from service demand or, as was the case for the previous cycle, to address any issues coming forward from ward visits and the staff reporting line.

8.0 RECOMMENDATION

- 8.1 The West Area Committee are requested to note this report for information.

9.0 BACKGROUND PAPERS

- 9.1 Community Leadership Programme Project Initiation Document
- 9.2 Responsive Local Services Cabinet Paper – 7 October 2009

**West Sunderland Area Committee meeting
4th November, 2009**

EXECUTIVE SUMMARY SHEET – PART I

Title of Report:

Financial Statements and Funding Requests

Author(s):

Office of the Chief Executive

Purpose of Report:

This report requests Area Committee consideration of a proposal for the allocation of Community Chest to support initiatives that will benefit the area.

Description of Decision:

The Committee is requested to:

- i) Approve the 27 proposals for support from the 2009/10 Community Chest in Annex 1;
- ii) Note the financial statement for 2009/10 in Annex 2;
- iii) Approve the proposal for support from the 2009/10 SIB in Annex 3;
- iv) Agree the recommendation for allocation of SIP in Annex 4;
- v) Note the SIB project update in Annex 5.

Is the decision consistent with the Budget/Policy Framework? **Yes**

Suggested reason(s) for Decision:

The Strategic Initiatives Budget (SIB) and Strategic Investment Plan (SIP) were established to promote action on key priorities identified in the relevant Local Area Plan and to attract other funding into the area. Applications for SIB/SIP funding should demonstrate the potential benefits to communities the proposed project would bring and be able to provide evidence and statistics that can illustrate these benefits.

Community Chest forms part of the Strategic Initiatives Budget and support is given to projects, which clearly demonstrate they will address identified local needs, provide genuine community benefit and can provide evidence/measurement of success.

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 Review Committee:

Management Scrutiny Committee

Sunderland West Area Committee

4th November, 2009

Report of Chief Executive

Financial Statements and Funding Request

1. Purpose of the Report

- 1.1 This report outlines current expenditure from the Strategic Initiatives Budget (SIB), Strategic Investment Plan (SIP) and Community Chest and applications for funding from these budgets in order to support new initiatives, which will benefit the area and the delivery of the Local Area Plans.

2.0 Description of Decision (Recommendation)

- 2.1 The Committee is requested to approve all 27 proposals for support from the 2009/10 Community Chest, as detailed in Annex I.
- 2.2 Note the financial statement for 2009/10 in Annex 2.
- 2.3 Approve one proposal for support from the 2009/10 SIB budget, as detailed in Annex 3
- 2.4 Agree the recommendation for the allocation of SIP, as detailed in Annex 4.
- 2.5 Note the SIB project update, as detailed in Annex 5.

3.0 Background

- 3.1 The Council has reduced the number of areas across the City from six to five. This has resulted in a new calculation of SIB funding to be awarded to the Sunderland West Area Committee of £331,887 to be allocated up until March 2010. All allocations of funding should be matched against the criteria outlined in delivering the key priorities of the area, identified within the Local Area Plan (LAP).
- 3.2 SIP was approved at Cabinet in March 2008. Included within the plan was an additional one-off allocation of £1.426m to Area Committees. The amount allocated to each Area Committee was the same as SIB allocation for 2008-09. This equates to £233,230. This funding is available until March 2011.
- 3.3 The Committee will be aware that the Community Chest forms part of the Strategic Initiatives Budget and that £250,000 is available for the scheme in 2009/2010, £10,000 for each Ward, plus any unclaimed allocations identified from previous years. This scheme is operated under Section 137 of the Local Government Act.

4.0 Current Position SIB

- 4.1 Following the September 2009 Committee meeting, a balance of £332,634 remained to be allocated from 2009/10 years budget.
- 4.2 The project in Annex 1 requests a total of £17,820. Should Committee approve this the remaining balance would be £314,814. At the last meeting, Committee agreed to receive

an application for highway improvements. A fully developed application will come forward to the January 2010 meeting.

5.0 Current position SIP

- 5.1 The full amount of £233,230 remains to be allocated and fully expended by March 2011. options for its allocation are included in Annex 4.

6.0 Current Position Community Chest

- 6.1 To date approvals for each Ward total:

Barnes	£6311
Pallion	£500
Sandhill	£4572
Silksworth	£6545
St. Anne's	£2550
St. Chad's	£3967

- 6.2 The projects listed on Annex 1 total:

Barnes	£380
Pallion	£1370
Sandhill	£4552
Silksworth	£1200
St. Anne's	£5270
St. Chad's	£4200

- 6.3 Should the Committee grant the requests listed on Annex 1 the remaining balances, including the unclaimed allocations identified from previous years, would be:

Barnes	£3509
Pallion	£15471
Sandhill	£12166
Silksworth	£4105
St. Anne's	£6900
St. Chad's	£3206

7.0 Reasons for the Decision

- 7.1 SIB and SIP was established to promote action on key priorities identified in the relevant Local Area Plan, and to attract other funding into the area. Applications for SIB/SIP funding should demonstrate the potential benefits to local communities the proposed project would bring, and subsequently be able to provide evidence and statistics that can illustrate these benefits.
- 7.2 Community Chest support is given to projects which clearly demonstrate that they will address identified local needs, provide genuine community benefit and which can subsequently provide evidence/measurement of success in this respect.

8.0 Alternative Options

- 8.1 Each project is required to indicate what alternative options they have considered during the application business process.

9.0 Relevant Consultations

9.1 Financial Implications

The Director of Financial Resources has been consulted on this report and all costs associated with developing SIB, SIP and Community Chest applications.

9.2 Implications for Other Services

Each project is required to indicate what implications there may be for other services in the application business process.

9.3 The Public

Each project is required to indicate what consultation it has undertaken and other documentary evidence it has to support its proposal in during the application business process. Residents have been consulted about the priorities in the Local Area Plans and bids support these identified priorities.

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

Each project is required to indicate whether it has an equal opportunities policy, or what measures it employs to address equal opportunity issues, during the application process.

9.5 Public Relations and Publicity

Each project is required to indicate how it will promote funding awarded from Area Committee.

9.6 Councillors

Members have been consulted on all applications for SIB, SIP and Community Chest support and the implementation of the review.

10.0 List of Appendices

- | | | |
|------|---------|---|
| 10.1 | Annex 1 | Community Chest: Proposed projects for approval |
| 10.2 | Annex 2 | Financial Statement |
| 10.3 | Annex 3 | SIB: Proposed project for approval |
| 10.4 | Annex 4 | SIP: options for allocation |
| 10.5 | Annex 5 | SIB: Live project update |

11.0 Background Papers

11.1 The following background papers were used:

- Community Chest Application Forms
- Schedule of projects circulated at the panel meeting held on 20th October, 2009.
- Reports to previous Area Committees
- Sunderland West Local Area Plan

COMMUNITY CHEST 2009/2010
PROJECTS PROPOSED FOR APPROVAL

	Recommended Grant subject to final estimates, invoices, up to:
BARNES WARD	
33rd Ewesley Road Scouts – Contribution towards trips.	380
Total	380
PALLION WARD	
St. Gabriel's Beavers – Contribution towards trips.	200
Family Focus – Contribution towards trips, refreshments etc.,	420
Pallion Action Group – Contribution towards range of positive activities for young people, transport etc.,	750
Total	1370
SANDHILL WARD	
Greenside Court – Contribution towards trips, refreshments etc.,	450
Grindon Mill Bowling Club – Contribution towards re-wiring to clubhouse.	2500
'Lets Go Gardening' – Purchase of plants and shrubs.	800
Family Focus – Contribution towards trips, refreshments etc.,	420
St. Aldate's Residents Club – Contribution towards Christmas meal, pantomime, transport etc.,	382
Total	4552
SILKSWORTH WARD	
Tunstall W.I – Contribution towards anniversary dinner and entertainment.	100
Tom Urwin House – Contribution towards Christmas lunch.	100

St. Leonard's R.C. Primary School – Contribution towards dropped kerb works.	1000
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Total	1200
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ST. ANNE'S WARD

Upper Pennywell Residents Association – Contribution towards Christmas dinner and gifts.	500
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Pennywell Youth Project – Contribution towards mobile climbing wall to celebrate 6 th birthday of group.	400
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The Tansy Centre – Contribution towards Christmas party for the children.	375
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Pennywell Community Association Luncheon Club – Purchase of fridge/freezer and contribution towards Christmas party.	500
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South Hylton Residents Association – Contribution towards Christmas party for senior citizens.	495
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Sangini – Contribution towards Annual Cultural event.	1000
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South Hylton Brownies – Purchase of materials, crafts, games/sports equipment etc.,	2000
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Total	5270
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ST. CHAD'S WARD

Farringdon Residents Association – Contribution towards trips, transport, refreshments etc.,	500
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2nd Herrington Scout Group – Contribution towards building works, heaters etc.,	950
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Herrington Flower Club – Contribution towards workshop costs, demonstration costs, room hire, refreshments etc.,	250
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Emblehope Residents Group – Contribution towards Christmas outing, meal, transport etc.,	600
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St. Aidan's Centre – Contribution towards room hire, healthy eating programme, football coaching etc.,	100
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Amalfi Tower Bingo Club – Contribution towards Christmas party, refreshments, presents etc.,	350
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Oakfield Court Residents Group – Contribution towards Christmas party.	500
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St. Chad's Ward Various Locations - Purchase and planting of bulbs and trees.	950
Total	4200
Total of Projects	16,972

SIB: West SIB Statement 4th November 2009

Annex 2

2009/2010 Approvals	Approval Date	SIB Allocation	Approvals	Balance
Funding carried forward from 2008/2009				0.528

Budget Allocation for 2009/2010	331,887		
Total	331,887		
Total Returned Funding in 2009/2010			
Community Education Project	05.10.08	0.219	
Total	0.219		
Balance	332,106	0.000	332,634

SIP: West Statement 4th November 2009

2009/2010 Approvals	Approval Date	SIP Allocation	Approvals	Balance
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Budget Allocation for 2009/2010	233,230	0	233,230
Total	233,230	0	233,230
Balance	233,230	0	233,230

Community Chest: West Statement 4th November 2009

2009/2010 Approvals	Community Chest Allocation	Unclaimed/ Uncommitted Community Chest	Approvals	Balance
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Budget Allocation for 2009/2010				
Barnes	10,000	200	6311	3,889
Pallion	10,000	7,341	500	16,841
Sandhill	10,000	11,290	4572	16,718
St Anne's	10,000	4,720	2550	12,170
St Chad's	10,000	1,373	3967	7,406
Silksworth	10,000	1,850	6545	5,305
Total	60,000	26,774	24445	
Balance		26,774	24,445	62,339

Name of Project	Sunderland Phoenix Project
Lead Organisation	Tyne and Wear Fire and Rescue Service

Total Cost of Project	Total Match Funding	Total SIB Requested
£84,858	nil	£17,820
Project Duration	Start Date	End Date
Two years	April 2010	March 2012

The Project

Aimed at young offenders or young people at risk of offending (aged 11-17), the project will deliver 9 two day Respect Level 2 courses and 6 three day Advanced Level 3 courses per annum.

The original Phoenix course (Level 1) is a four day course which encourages discipline, self discipline, confidence, self esteem, leadership, communication, team work, practical skills and knowledge by engaging in training and activities based on fire fighting skills and practical procedures, Anti Social Behaviour (ASB), hoax calls, fire safety in the home, driving standards and knife crime are also included in the course. Students are motivated, confident and enthusiastic following the completion of the Phoenix project. Funding is secured to continue this element of Phoenix.

The Respect course (L2) is a two day follow up course solely for students who have completed the original Phoenix (L1) and have not offended, have maintained behaviour levels, both at school and at home for a minimum period of three months. The course delivers more advanced activities and practical tasks based on fire fighting skills, such as working with ladders and fire extinguisher training. The purpose of offering this course is to encourage and motivate the students to achieve the above criteria to attend.

The Advanced course (L3) is four days and is the third course in the “package” for students who have completed the first two courses and have not offended and maintained behaviour levels for a further six months following the Respect course. The first day of the course recaps on activities from the first two courses with day two and three being spent at an outdoor activity centre with an overnight stay. Teambuilding, leadership, communications skills, confidence building and motivation are the main purpose of the challenges and activities, which include mid ropes course, high walk, assault course, zip wire, night line tunnels and many others.

The Need for the Project

Sunderland Youth Offending Services have stated that if a young person desists from offending for a period of 12 months they are unlikely to return to offending behaviour and “adopt a preference” to not offend. The progression route is clearly identified from L1 to L3, and a recent evaluation compared students who were told about the Respect course and those who were not, 85% of those young people given the incentive did not offend.

Consultation has taken place between Tyne and Wear Fire and Rescue Officers and all five Area Committee between July and September 2009.

The Outputs for the Project

Output Code	Description	Target 2009/10	Target 2010/11	Target 2011/12
L7	Number of additional youth sessions (courses) been delivered		15	15
L8	Number of additional young people engaged		150	150

	in youth provision			
S5	Number of young people benefiting from youth inclusion projects		150	150
S6	Number of additional young people engaged in youth activities		150	150

NB:- figures are based on 10 young people per course and will be aligned to their area via postcode to assist in claiming expenditure from the appropriate area budget.

The key milestones for the Project

Forecast Dates	Milestones and Key Events
Y1 Q1: April-June 2010	Deliver: 2 Respect + 2 Advanced
Y1 Q2: July-September 2010	3 Respect + 2 Advanced
Y1 Q3: October-December 2010	2 Respect + 1 Advanced
Y1 Q4: January-March 2011	2 Respect + 1 Advanced
Y2 Q1: April-June 2011	Deliver: 2 Respect + 2 Advanced
Y2 Q2: July-September 2011	3 Respect + 2 Advanced
Y2 Q3: October-December 2011	2 Respect + 1 Advanced
Y2 Q4: January - March 2012	2 Respect + 1 Advanced

Costs:

Area	% of costs	SIB requested 2009/10	SIB requested 2010/11
East	17	£7,213	£7,213
West	21	£8,910	£8,910
North	18	£7,637	£7,637
Washington	28	£11,880	£11,880
Coalfield	16	£6,789	£6,789
Total	100	£42,429	£42,429

NB: costs were calculated by analysing the % of young people who attended the courses over the last three years and which areas of the City they resided in. The information has assisted in forecasting the future delivery costs against the project.

Breakdown

	Respect course (L2)	Advance course (L3)	
Instructors	£1,018	£2,036	
Management, admin	£62	£62	
Capital overheads	£165	£331	
Premises overheads	£180	£360	
Appliance	£160	£320	
Transport	£138	£138	
Catering	£60	£120	
Climbing wall	£130		
Training centre exercises		£85	
Seamanship centre	£500		
Total	£2,413 x 18 over a two year period = £43,434	£3,452 x 12 over a two year period = £41,424	Grand total across the City £84,858

Feedback from consultation:

- Improve communication methods, for example, looking at how the messages of positive engagement with young people and associated messages of community safety; cost to the relevant agencies and how the project benefits the wider community, etc. Not just seen as a reward for perceived 'bad behaviour' by young people. This could provide a powerful message to the wider community, and make a positive impact on community cohesion.
- Revenue only application, which could become a recurring cost rather than a one-off cost.
- Meets priorities and is a strong project.

Recommendation: Approve

- Previously all five Area Committees agreed that an application proposal be developed and presented to a future meeting for consideration of allocating SIB over a two year period.
- TWFRS are represented at Area Committee by the relevant Station Manager for the area and will be able to supply reports upon request.
- The aims and objectives stated meet the strategic objectives within the Safe theme in all five areas of the City. The information provided also outlines strong links between the project aims and the strategic outcomes.
- The outputs are clear and will support delivery of priorities in all five areas.
- TWFRS have experience of managing funding and projects, in addition, finance management systems, recording and monitoring procedures and a Phoenix Manager who will be responsible for returning quarterly monitoring forms with details of project delivery, outputs and expenditure.
- There are no legal or other approvals required and no identified risks/uncertainties to resolve.
- There are no implications for Council services arising from this project.
- Milestones are clear and appear to be realistic.

Strategic Investment Plan

1. Why has it come to committee?

- 1.1** To provide Area Committee with details of the Single Investment Plan (SIP) which is a delivery mechanism for achieving the long term ambitions of the area in order to improve the quality of life for residents and communities as encapsulated within the Sunderland Strategy, the Local Area Agreement, Comprehensive Area Agreement and Local Area Plans.

2. Description of Decision (Recommendation)

- 2.1** Area Committee is recommended to 'ring fence' its remaining SIP allocation to the four wards of the former West Area Committee; Barnes, Pallion, Sandhill and St Anne's.

3. Background

- 3.1** SIP was approved at Cabinet in March 2008. Included within the plan was an additional one-off allocation of £1.426m to Area Committees. The amount allocated to each Area Committee was the same as Strategic Initiative Budget (SIB) allocation for 2008/2009. This equated to £233,230 for the former West Area and £200,000 for the former South area.
- 3.2** The former South Area Committee committed its full SIP allocation in the 2008/2009 financial year whilst that for the former West Area Committee remains uncommitted.
- 3.3** The function of the SIP is to enable one-off measures and investments, which will have a significant impact across the area as a whole.
- 3.4** Throughout 2008/2009 an extensive consultation programme was held with Councillors, partners, voluntary and community groups and local residents to discuss and debate the priorities within the West area, the outcome of which has been captured in the Local Area Plans .
- 3.5** Members are encouraged to propose projects for SIP funding which reflect the priorities of the Local Area Plans

4. SIP governance and principles

- 4.1** The governance of SIP will be identical to the SIB process. It is proposed that SIP be allocated to deal with specific priorities in the Local Area Plans which require a one off allocation of resources that demonstrate long term improvements to address the identified needs of a community.
- 4.2** SIP is available to allocate up until March 2011 for capital projects. All applications to access SIP funds will be presented to Area Committee as the decision making body to approve, defer or reject applications. Once allocations are approved by Area Committees progress will be reported through to Area Committees at regular intervals.
- 4.3** It is proposed the remaining allocation of SIP be 'ring fenced' to the four wards of the former West Area Committee; Barnes, Pallion, Sandhill and St Anne's.

5. Background papers

- Cabinet report
- Local Area Plans

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Strategic Initiatives Budget: West Live Project Update
4th November 2009

Annex 5

2006/2007 Project Allocations					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
GATES - Community Services	30.11.06	10.593	0	10.593	GATES
SIB funding was extended at Area Committee in November 2007, to provide community services and basic IT skills training for local residents. The Electronic Village Hall allows individuals and groups to have access to a range of individually tailored IT skills and provides local access to online services, provided by the local authority and government services. In addition to the Electronic Village Hall provided by GATES, SIB funding is helping to provide community services, which range from providing meeting and training facilities for resident led voluntary and community groups, photocopying, faxing and telephones usage, for residents to contact health, public services, educational establishments and utility products. Expenditure is scheduled to commence shortly once other funding streams are complete and is envisaged that the project will require the full budget allocation. SIB is also being used as a source to attract further funding to the project.					
2008/2009 Project Allocations					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Barnes Community Cohesion Initiative	10.04.08	23.281	7.887	15.394	A690 Youth Initiative
This pilot project will focus upon addressing racially motivated tensions and violence that exists between British and Asian youths living in the Barnes area of the City. As the commissioned youth work organisation for this area, the A690 Youth Initiative will lead on the development and delivery of the initiative and will work very closely with Young Asian Voices, Thornhill School and Northumbria Police. Two experienced youth workers have been appointed to work with young people living in the Barnes area. The Youth Workers will seek to establish relationships with groups and will facilitate a range of diversionary activities to bring young people from different backgrounds and cultures together. Currently the workers are identify specific times when Barnes Park is used by young people and liaising with the local Community Police Team re anti-social behaviour in the Park. Over the last few months 85 new young people have engaged with the project and have taken part in two sessions of the 'Cage' as a diversionary activity to promote health and fitness and to build stronger relationships with the young people.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Natural Play Area Grindon Church Community Project	03.07.08	24.670	8.000	24.670	Grindon United Reform Church
This is a project to develop an exciting and innovative play area at the back of the church building in what is currently a large overgrown garden area. The proposal is to transform the space into different areas where children can play - all with a natural theme - for example an adventurous area with log bridges and stepping stones, a sheltered seating area, and a wildlife and wild flower area, an area for barbeques and picnics. Although work has commenced on site to clear the land, the project are experiencing some delays with fencing and gate work which is needed to make the garden secure in order for the equipment to be brought out into the garden. In addition a new supplier is being sought to install the new gates to make the garden secure. The project are currently awaiting a decision on a funding bid submitted to Awards For All for a further £10,000 to develop the small garden and approximately 10 allotments. This decision is expected shortly.					

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Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
The Tansy Centre - Marketing & Development	03.07.08	14.527	4.845	12.627	South Hylton Community Building
This modern multi-purpose community facility delivers, education and training, leisure, sport, health and community activities, outreach facilities for statutory and other providers. This proposal involves funds to kit out the centre, the marketing and promotion of the centre and to tackle and make secure an area of land to the side of the building with new fencing and a footpath. Numbers attending the centre's activities continue to grow, new courses and activities have been organised, new volunteers have been recruited, the Management Committee has 6 new members and the activities for young people continue to develop, and they are organising their own events with great success. The new marketing materials including the banners are being used at organised events to promote the centre and its activities and the new fencing is in place on the land adjacent to the centre.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Riverside Walk - 100 Steps to Claxheugh Rock	05.02.09	55	0	55	Development & Regeneration
The main theme of the project is the improvement of the Riverside Walk between the 100 Steps, west of the Golden Lion to Claxheugh Rock, including the area around the Water Sports Centre. The footpath has fallen into disrepair, is suffering from minor subsidence due to erosion by the River and requires additional barriers to safeguard users from motorbikes. Ancillary works include the installation of trip rails to protect parts of the grassed area in the vicinity of Claxheugh Rock from egress by cars and motor bikes which habitually damage the grass sward and cause antisocial problems for legitimate users of the area. A site meeting which included residents, the Project Engineer and Police has taken place and the site resurveyed with the benefit of more detailed and local information. Contract documentation is currently being put together with the aim of resolving as many of the current problems as possible. Following on from extensive survey work a detailed option plan and schedule has been put together for discussion with all parties involved regarding the way forward.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Burns Burn - Stream Rejuvenation and Habitat Creation	05.02.09	60	0	60	Development & Regeneration
The Barnes Burn is a stream which runs west to east through Barnes Park and then through Burn Park, back into a culvert and to the River Wear at Galley's Gill. The project is intended to re-profile the streambed removing silt and other materials allowing a running profile to be developed. This in turn will allow further, physical inspection of the stream bed itself to ascertain whether or not sinks have been developed in the bed which would see water prematurely drain away into the aquifer. Additionally it is intended to re-profile the banks of the stream in order to create habitats suitable for water vole in the hope that this will allow a reintroduction of a nationally rare species which is relatively common in Sunderland. The contractor has started on site with the intent being to work the site dry through to the western end at Hastings Hill to date the contractor has crossed Broadway and is currently between Sandhills and Tay Road. This initial operation is regarded as a first phase of 2 the intention being to open the stream bed up to carry out further surveys and investigations to identify additional works. Estimated completion January 2010.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Seated Exercise and Mature Moves	02.10.08	5	1.271	3.729	Sit n b Fit

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The aim of the project is to improve the health and mobility of older people in the area through gentle seated exercise and mature moves, and thus help them to sustain independent living. Seated exercise can increase a person's stamina, balance, co-ordination, suppleness and flexibility. During this quarter 133 one to one sessions were delivered and 15 groups sessions were delivered in the West area.

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SIB projects previously approved by the former South Area Committee					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Chelmsford Street Residents Group - Community Safety Initiative	07.01.08	7.220	0.640	6.580	Chelmsford Street Residents Group
The project is to 'gate' Chelmsford Street, a private, non-adopted highway, by installing a fence and gate at either end of it, which will help to counter anti social behaviour and vandalism by providing a secure fence line for the adjacent allotment site. This is a pilot project and the residents will have keys and will provide the appropriate insurance and maintenance for the gates. The project reported delays on the start of the work due to various access objections being submitted from two utility companies. These have now been rectified by the City Solicitor and the residents group are currently liaising with the fabricator for a start date for work to begin.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Blind Lane & Silksworth Road Environmental Improvements	03.03.08	14.390	7.029	7.361	Community & Cultural Services
The project is to supply, install and maintain 40 half baskets on 20 lamp columns, from June 2008 to September 2012. SIB will provide the capital costs for the installation and five years running costs. The project is part of the overall environmental improvement strategy plan for Silksworth.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Promoting Youth Initiatives in the South	08.09.08	7	1.670	5.330	Youth Development Group
The project will provide one point of contact within the Youth Development Group (South Youth Forum) and promote this as an information service for accessibility to all South and City wide youth projects and will also help to ensure that all youth organisations in the South work together to provide a 'Core Youth Offer'. There is currently no one service for promoting youth initiatives in the South of the City and those accessing services are largely doing so on an ad-hoc basis. A structured and strategic promotion, it is felt by the providers, would guide young people and their families to the services on offer and give them a greater choice and understanding of the provision available. Work to date has included the organisation of a market stall event for local Youth Groups to advertise their groups and share information with one another and the Youth Development Group have worked with the organisations to develop promotional materials to advertise what is available in the local area.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Fame at Farringdon	02.03.09	20	0	20	Farringdon Community College
One of the main areas available for use is the school hall that has seating for 300 people and includes a stage and drama facilities. The equipment to support performing arts is in need of upgrading and the hall and seating areas are in need of refurbishment. The project will enable extended use of the Hall by a wide range of partner organisations and will be a major community resource. Partner organisations will include the Jubilee Centre and voluntary organisations within the area. The refurbishment and upgrade will provide a multi media resource that will be adaptable to a wide range of uses and activities. The refurbishment through the help of SIB will enable and extend the range of activities taking place including, drama and musical productions, dance festivals, training in media skills, including lighting, sound and stage management, drama and music workshops and film nights.					

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Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Herrington Hall Stones	02.03.09	10	0	10	Culture & Tourism
<p>When the park was refurbished the stones from the old Hall were positioned as features around the site along with a number of stones within the wooded area which are not being utilised. In order to acknowledge the importance and relevance of the areas heritage, Culture and Tourism were approached to consider proposals for the site. Various discussions have taken place regarding a project which could be developed that would allow for a trail, with interpretation panels to be created, using sandblasting or stone carving to develop symbols within the stones. The project would be developed by encouraging young people from the local primary school to work with community groups to develop the trail by researching the areas local history and heritage and working to develop artwork and symbols which would be used as part of the trail and interpretation panels, as well as designs for the seating area. The project was delayed due to the theft of the original stones from the park. The revised project will take place from Oct 2009 and is estimated to be completed in April 2010.</p>					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Redundant Bridge and associated cutting at Durham Terrace	02.03.09	20	0	20	Development & Regeneration
<p>It is proposed through the help of SIB and SIP to infill the area under the bridge to include the redundant railway cuttings either side, to adjacent levels. This will require the removal of existing trees and shrubs and the reconstruction of the footpath/cycleway at the new level following demolition of the bridge parapets. It is also intended to install lighting along the initial length of the footpath/cycleway. It is hoped that these works will resolve the anti social behaviour problem in the area. A major challenge to the project has been the identification of suitable fill materials but this has now been achieved with the opportunity taken to remove a redundant railway embankment at Eden Vale. Planning permission is currently at pre application negotiation stage on both aspects of the project. The bat survey is also out to tender and the line and level survey for the cutting is now complete. The opportunity will be taken to use the additional fill requirements to cover a tipping need associated with the Barnes Park project again minimising costs and adopting a more sustainable approach.</p>					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Development of existing Multi Games Area and Associated Space	02.03.09	10	2.400	7.600	Youth Almighty Project
<p>SIB along with SIP has been used to regenerate the existing multi games area behind the community Association building together with improvements to associated space and will have shared use with the two adjacent primary schools and available for general community use. The new area has resulted in improved and increased provision for young people and the young people who have participated in the games area have been able to develop their skills by taking part in physical activity which has allowed children and young people to achieve the 5 every child matters outcomes. The games area has also allowed children and young people to attend a range of activities at not extra cost to themselves. More young people have attended the youth project and benefited from the new games area. The multi use games area has improved lifestyles to achieve improved health and strengthened the community and has also been used as a diversionary activity for young people which has resulted in less young people hanging around the streets on a weekend.</p>					

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Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Silksworth Community Association - Capital Build	02.03.09	25	0	25	Silksworth Community Association
Both SIB and SIP will be used to carry out a programme of major capital works to ensure the community centre is fit for purpose and is safe and secure for its users and will enable the expansion of existing activities and the development of new programmes. Building surveys have shown that major works are required to secure the longer-term future of this popular and well-used community centre. Work will include a new slate roof, a flat roof, music room renovation, external rendering, replacement doors and windows, re-decoration, new door entry system and security shutters. Current work on the building has included the replacement of doors and windows, UPVC cladding, a new boiler and a new door entry system. All work is scheduled to be complete by March 2010.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
A690 Christmas Light Project	02.03.09	2	0	2	Community & Cultural Services
The project is to install electrical infrastructure and Christmas lights to an area opposite the Board Inn roundabout. SIB will contribute towards the purchase and installation of cable, sockets and lights and a contribution to five years electricity supply.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Vehicle Activated Sign Project	02.03.09	1.5	0	1.5	Development & Regeneration
The project through both SIB and SIP funding is to purchase a Vehicle Activated Road Sign to add to those already deployed in the city as traffic calming measures. The sign will be used to tackle 'hotspots' initially identified within three wards of the old South Area Committee. It is intended that the signs will initially be deployed in or adjacent to Silksworth Road in Middle Herrington. Costs will include the purchase, installation and batteries.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
Lighting at Silksworth Recreation Park	02.03.09	0.500	0	0.500	Development & Regeneration
The project through SIB and SIP funding will provide a new lighting scheme within the park with the installation of three lighting columns and budgetary provision for maintenance and five years energy costs. This will help to create a safer environment and promote greater use of the park. Costs will include the provision of three vandal proof lighting columns, installation, maintenance and energy costs and reinstatement.					
Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
South Youth Development - Youth Almighty Project	02.03.09	10	3.786	6.214	Youth Almighty Project
This project is a partnership between the Box Youth Project in Doxford and the Youth Almighty Project in Silksworth to develop a range of quality positive activities available during evenings, weekends or holiday times at venues and times that are suitable and accessible to young people. It is expected that this model of partnership working can provide a template for future developments of youth services. The project have reported that more young people have been accessing positive activities, which has resulted in more participation from young people. Young people have taken part in activities to the climbing wall, Flamingoland, Laser quaser and also have enjoyed a residential weekend to Derwent Hill. A weekly drop in has been open every Saturday evening to provide young people with a safe place to go and take part in activities and socialise with their friends. Through participation in the project young people have been able to develop and improve skills, try out new things which has boosted self esteem and confidence.					

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Project	Approval	Alloc. £k	Exp. To Date	Balance £k	Lead Agent
South Job Start Mentoring Project	08.09.08	20	5.152	14.848	Farringdon Jubilee Centre
<p>This project is a response to identified need (statistically measured) and follows a successful taster project, which saw 6 people, out of 10 participants, engage in education and move through into employment. The project works with people who are the most disengaged from the job market and face major barriers to re-entering it. This is concentrated in areas suffering from high levels of deprivation and a consistent problem with social isolation and low levels of education, which prevents residents from developing their skills accessing learning and ultimately moving closer towards the job market. Currently the project continues to engage with new local unemployed individuals and supports them with the relevant skills to help with their confidence and motivation to move closer to the labour market. This quarter 10 additional users have been moved onto further learning and 7 into permanent work. They have also commenced delivery of a new drop in outreach service at Gentoo's office within Silksworth and have recently secured additional funding to support the delivery of this project and sustain it past March 2010, to deliver new worklessness projects.</p>					
Totals		340.681	42.680	298.001	

West Sunderland Area Committee

4th November 2009

Report of the Chief Executive

Area Committee Handbook

1. Why has it come to Committee?

1.1 During the development of the new Area Arrangements, the Area Arrangements Project Board began the development of an Area Committee Handbook to reflect the new arrangements and to facilitate the operations' of the Area Committees with their partners.

2. Description of Decision (recommendation)

2.1 Area Committee is asked to agree the adoption of the Area Committee Handbook 2009/10.

3. Background

3.1 In May 2009, at its workshop on New Governance Proposals, the Area Committee agreed to a number of partners being co-opted as members of the Committee. In addition, there was agreement in principle to the Committee having representatives of the local Voluntary and Community Sector as members.

3.2 To ensure effective participation in the refreshed governance arrangements, it was felt the production of a handbook to provide practical guidance to all those involved in the area Committee – Elected Members, members of the public, Service Delivery Partners and Council Officers.

3.3 The guidance in the Handbook should be read alongside the Council's constitution.

4. Background Papers

- Sunderland Strategy Delivery Plans
- Community Leadership Programme Project Board
- Updating Area Arrangements Project Board
- West Local Area Plan

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Annex 1: Area Committee Handbook

Area Committee Handbook

2009 / 2010

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INTRODUCTION

The Area Committee Handbook provides practical guidance to everyone involved with Area Committees in Sunderland – Members of the Public, Elected Members, Service Delivery Partners and Council Officers. The guidance in the Handbook should be read alongside the Council's Constitution.

The Handbook includes protocols setting out the procedures and processes to help the business of the Area Committee run smoothly. While the Handbook supports the rules and procedures set out in the Council's Constitution (available on the Council's website www.sunderland.gov.uk) the Constitution will always take precedence over the Handbook.

Sunderland Strategy's Vision:

“Creating a better future for everyone in Sunderland”

Sunderland will be a welcoming, internationally recognised city where people have the opportunity to fulfil their aspirations for a healthy, safe and prosperous future.

This is the vision and aspiration for the whole of the city of Sunderland. In order to reach this ambition the City is working together with its partners by developing and implementing the Sunderland Strategy. It is now looking at how this can be locally implemented and has reviewed its Local Area governance structures to improve links between the City's strategic actions and its local priorities.

The Sunderland Strategy sets out how the Local Strategic Partnership (LSP) will deliver the City's vision, but it is the Local Area Committees that will deliver an area vision, which local elected Members, local Residents, Service Delivery Partners, Council Officers and voluntary and community groups will drive and implement. The process is two way and focussed on the operation *“What can the city do for an area and what can an area do for the city?”*

The purpose of the Local Area Plans (LAPs) is to make sense of how our key themes are turned into reality and practical action for people in their areas. Our key themes are:-

- A Prosperous area
- A Learning area
- A Safe area
- A Healthy area
- An Attractive and Inclusive area

These aims are underpinned by four cross cutting priorities: Inclusive Communities, Culture, Housing and Communication.

Underpinning the Sunderland Strategy is the Local Area Agreement (LAA) for Sunderland and LAPs for the five regeneration areas in the City (all with a lifespan until 2011). They set out the basis on which we will move towards our vision by identifying the focus for the relative short term and the next steps in the journey towards achieving long term aspirations.

We recognise the LAP does not set out everything that needs to be done in the Area. Rather it highlights the agreed way forward for the Area Committee in respect of the identified improvement priorities and intentions over the forthcoming years.

BACKGROUND OF THE AREA COMMITTEE

The Cabinet meeting of the Council is the executive decision making body, and has delegated powers to an area level, via Area Committees to make a range of formal decisions on local service delivery, if it is seen to bring benefit to local communities, bringing on board local views to shape and influence decisions around local solutions to local problems. When good practice occurs there are opportunities to influence policy development and strategic decision making by the Cabinet and the LSP. Area Committee will also monitor service delivery and performance of all City Council services in local areas.

Area Committees are formal committees appointed by the Council to ensure improved service delivery in the context of best value and more efficient, transparent and accountable decision making. The Area Committee's governance arrangements have been updated to support the delivery of the Sunderland Strategy and LAA at a local level, in addition to the Council's continuous improvement agenda and complying with emerging legislation in relation to Community Leadership, enhanced scrutiny arrangements, 'Councillor Call for Action' powers, 'Duty to Involve' and 'Communities in Control: Real People, Real Power'.

The aim of Area Committee is to strengthen local democratic accountability through empowering locally elected Members to take decisions, shape and influence the delivery of local public sector services in local areas.

ROLE OF THE AREA COMMITTEE

- To lead on the development of a Local Area Plan.
- To review, problem solve and establish the most effective operation of responsive front line services.
- To maximise the engagement of local residents and other interests in decision making on matters which affect them.

Their remit will involve all locally delivered statutory services, enabling locally elected Members to exercise a much broader influence over activity in the public sector.

Each Area Committee has its Strategic Initiatives Budget and through to 2011, its Strategic Investment Programme to manage. However, not all service decisions/budgets can be devolved to the Local Area Committee because some budgets:-

- Are allocated according to Sunderland-wide criteria often in response to national requirements.
- Need to support service delivery patterns and different partner organisations outside local government.
- Need to be retained at the centre to support strategic service delivery to maximise economies of scale and efficiency.

The Area Committee will monitor the local impact of all public services.

Meetings of the Area Committee will be open to the press and public.

From the 1st April 2009, local authorities have a duty to involve 'representatives of local persons', making it standard practice for a local authority and their partners to empower and engage local people through the delivery of local services and involvement in local decision making. Area Committees will inform local residents about services, policies and decisions

affecting them and they will also be able to have their say and get involved in decisions, where appropriate.

Information will be easy to access, understand and tailored, as appropriate, to different audiences to support involvement, being aware of the equality requirements. Area Committees will support genuine opportunities for people to have their say, e.g. satisfaction surveys (Place Survey) and direct dialogue (Questions to Area Committee).

Area Committees recognise that the most effective form of engagement is 'involvement'; influencing or directly participating in decision making at this level which is promoted, for example, through getting involved in Community Spirit and Independent Advisory Groups.

The Area Committee will provide the local context for the Sunderland Strategy. The extended representation at Area Committee has been drawn together to account for local and strategic knowledge and will provide for overall consistency, yet give each Area Committee significant flexibility within approved Council policies and budgets to respond to local circumstances and priorities.

The Council will assess the opportunities for extending the remit of the Area Committee to support new policy initiatives, for example, integral to the Area Committee is the agreed Sunderland Compact which aims to improve partnership working.

CONDUCT OF MEETINGS

Area Committees are open to the public. Each agenda is available five working days before the date of the meeting. These can be obtained from Democratic Services at the Civic Centre or online at <http://www.sunderland.gov.uk/Committees/CMISWebPublic>.

Meetings are held on a regular basis throughout the year on an evening usually within the local area, allowing those with daytime commitments to come along and encouraging local attendance.

For the Area Committee to have the information it needs to carry out its role, it may require the attendance of members from the LSP, the relevant Portfolio Holder, Executive Director, or any senior officer to provide evidence or information on reasonable notice. To make sure that the Committee can carry out its business effectively, it is the duty of an officer of the Council to attend if asked to do so by the Committees.

It is intended that both elected Members and Service Delivery Partners should see the process as a partnership.

The work of the Area Committee is extremely varied and may involve making decisions, being involved in consultations and responding to questions from the public. Elected Members are expected to make a declaration of any interest that is known to them at the start of the meeting in the usual way, indicating whether it is a personal, or a personal and prejudicial interest and how the interest arises. It may also be necessary for elected Members to make an interest known if it arises during the course of the meeting, and where necessary leave the room whilst decisions are made.

To ensure the smooth running of the meeting each Member should consider, when reading the agenda in preparation, whether any interests are likely to arise and seek advice well in advance of the meeting from the Democratic Services Officer.

Process

Other representatives on the Local Area Committee are not Public Appointments and are not elected by local residents to represent an Area, unlike elected Members.

The appointment of representatives to Local Area Committees will be annually reviewed, by approaching the LSP and Directorates to seek nominations to Area Committees.

Elected Members will receive all nominations and discuss and agree representatives for the following municipal year, at the last meeting of the current municipal year. Elected Members have the right to approve new nominations throughout the municipal year, if a theme has no representative and can also call on experts to attend the Area Committee for specific topics and issues when relevant.

Period of appointment

- Elected Members for four years.
- Non Elected representatives for one municipal year.

Substitutes

- There is currently no formal mechanism for the nomination of substitutes, although it is recognised that some Service Delivery Partners may send substitutes on an ad hoc basis.

Voting Rights

To date, Sunderland City Council has given no non elected Member voting rights. The right to vote at Area Committee remains with elected Members only.

- Elected Members have a mandate to speak on behalf of the public, where representatives do not.
- The non elected representatives are there to provide a level of expertise or knowledge to help inform the debate.

Principles of Conduct

- All elected Members are required to be bound by the Code of Conduct in the Council's Constitution which sets out rules complying with the Principles of Conduct in Public Life.
- Under the Council's Constitution non elected representatives without voting rights must agree to be bound in honour by the Code of Conduct.

Training

The Council provides an ongoing programme of training seminars for Members and others involved with the Area Committees, which provide them with the background information they need to deal with a range of issues pertinent to the work of the Committees.

Declarations

Representatives who sit on Area Committees will be asked:-

- If there is any membership or position that might affect their ability to act in the best interests of the City of Sunderland, or to declare any other conflict of interest. In some cases, such interests may be incompatible with membership of the Committee, where they would clearly conflict or are in organisations that demand a level of loyalty that might not be consistent with a role on the Committee.
- To sign up to supporting and working towards the City Strategy and Vision and to making a contribution of time, and where agreed to meet joint organisational aims, of finance.
- To supply information about themselves to ensure Area Committees are able to monitor the diversity and coverage of the City.

Elected Members will declare an interest if they have an existing relationship with any representatives. It is accepted that it is highly likely that such relationships will exist. It will be up to the Committee to take advice and decide whether such a relationship should require the representative to withdraw from the Committee and be replaced by another representative.

MEMBERSHIP AND SUPPORT FOR AREA COMMITTEE

At the heart of Area Committee is the principle that the process is elected Member led and all Service Delivery Partners and Local Residents have an important role in identifying local priorities to improve upon and solutions that will make those improvements.

Each Area Committee is made up of elected Members, local Service Delivery Partners and key stakeholders.

Chair

The Chair will:-

- Support the Committee in developing Local Area Plans to improve the quality of life in the area
- Manage the Committee agenda and ensure that Committee representatives understand their roles and ability to contribute to the meeting
- Welcome and introduce all representatives on the Committee.
- Encourage relevant discussion at Committee to ensure a full and meaningful debate of the issues discussed.
- Ensure meetings are non partisan and free of party political debate.
- Provide a focal point to ask questions and encourage questions to be brought forward at the meeting through the Chair, controlling discussion and ensuring all Committee members have an opportunity to ask questions and debate an item.
- Bring clarity by summarising what has been agreed and what the next steps are.
- Manage the voting system and have the casting vote.
- When necessary, delegate work appropriately amongst the Committee.
- Handle conflict during meetings, to arrive at constructive outcomes.
- Be the spokesperson for the Committee and present and champion the Committee findings and recommendations.

Vice Chair

The Vice Chair plays an important part in the role of the Committee and will:-

- Take up the role of chairing and managing meetings in the absence of the Chair.
- Play a lead role in the development and implementation of Local Area Plans.
- Co-chair Area Network meetings with a Voluntary and Community Sector representative.

Elected Members

Members of the Council representing those wards included within each Area Committee boundary will endeavour to attend each Area Committee meeting.

Elected Members as Community Leaders will:-

- Act as honest brokers or intermediaries between citizen, community, the Council and external partners.
- Take action to improve the quality of life of people in their communities.
- Act as champions and representatives of each and every resident.
- Investigate and resolve residents' problems effectively or explain to them why they cannot be solved.
- Be well informed, know their area and be clear about local priorities.

Elected Members in a corporate role will:-

- Be effective ambassadors for the Council in their communities.
- Reflect the community's feedback and views in the Council decision making processes to make policies and services more responsive.
- Make objective and informed decisions that balance local needs and priorities with those of the wider area or City.
- Represent the Council's interests in local partnership working.
- Act in the best interest of the community as a whole.

Local Strategic Partnership Representation

Identified Service Delivery Partners, who currently sit on both LSP Delivery Improvement Boards and Area Committees, will be responsible for providing updates on Area Committees to the individual Delivery and Improvement Partnership and vice versa, thus making connections with LSP work.

Representation will be from the five Delivery and Improvement Partnerships:

Healthy City
Prosperous City
Safer City
Learning City
Attractive and Inclusive City

Representatives from the Delivery and Improvement Partnerships will be of Senior Management level or equivalent and will be able to speak for their Delivery and Improvement Partnership and be prepared to commit resources on behalf of their partnership. If an individual is unable to attend a meeting a named substitute will be invited to attend in their absence.

They will:-

- Support the delivery of LAPs.
- Support work to maximise the effectiveness of responsive front line services.
- Participate fully in resulting problem solving and service review exercises.
- Co-ordinate a positive response from their Delivery and Improvement Partnership to discussions on matters of public interest.
- Support efforts to maximise the engagement of local residents and other interests in decision making on matters which affect them.

Delivery and Improvement Partnership responsibilities:-

- Representation at the appropriate level of authority and experience.
- Consistently high levels of attendance.
- Provide a two way flow of information between the Area Committee and the Delivery and Improvement Partnership.
- High level knowledge of the service area and its strategic operating context.
- Commitment to improving the quality of life and satisfaction of residents in the Area.
- Commitment to promote the interest of the Area in decision making processes within their partnership.
- Commitment to engagement through involvement and feedback from local residents in the design, delivery and improvement of services.
- Commitment to constructive challenge and proactive service improvement.
- Objectivity in accessing issues and opportunities and how to approach these in the best interests of the Area.
- Acceptance of Area Committee behaviour protocols.

Service Delivery Partners

Area Committees have asked representatives of external service delivery organisations to attend their Area Committees, recognising the important contribution which they make to shaping and delivering local area priorities.

Each Area Committee has core partner representatives from the following organisations:-

- Gentoo;
- Northumbria Police;
- NHS – Sunderland Teaching Primary Care Trust;
- Sunderland City College;
- Tyne and Wear Fire and Rescue Service;
- The Voluntary and Community Sector.

Representatives of service delivery partners will be of Senior Management level or equivalent and therefore be able to speak for their organisation and be prepared to commit resources on behalf of their organisations, and in their absence a named substitute will be invited.

They will:-

- Support the delivery of LAPs.
- Support work to maximise the effectiveness of responsive front line services.
- Participate fully in resulting problem solving and service review exercises.
- Co-ordinate a positive response from their organisation to discussions on matters of public interest.
- Support efforts to maximise the engagement of local residents and other interests in decision making on matters which affect them.

Service Delivery Partners Responsibilities

- Representation at the appropriate level of authority and experience.
- Consistently high levels of attendance.
- High level knowledge of the service area and its strategic operating context.
- Commitment to improving the quality of life and satisfaction of residents in the Area.
- Commitment to promote the interest of the Area in decision making processes within their organisations.
- Commitment to engagement, involvement and feedback with local residents in the design, delivery and improvement of services.
- Commitment to constructive challenge and proactive service improvement.
- Objectivity in accessing issues and opportunities and how to approach these in the best interests of the Area.
- Acceptance of Area Committee behaviour protocols.

Core Council Officers Responsibilities

- Discuss, review, challenge and promote the identified priorities of the LAP.
- Take an active role in owning and solving problems identified at Area Committee.
- Recognise information sharing is a two way process, by bringing information to Area Committee from Residents, Community Groups, elected Members, Scrutiny and the LSP.
- Think strategically and commit to the development of improving outcomes.
- Provide direction and co-ordinate the approach to all priorities across neighbourhoods, wards and the area.
- Encourage participation and involvement from local residents, bringing forward views and opinions on service delivery.

- Work with key contacts and stakeholders to create and build appropriate networks and partnerships to promote the Area Committee, priorities and performance measures.
- Identify and assist Area Committees, where relevant, in generating and match funding projects of strategic significance.
- Monitor the quantity and quality of performance management, reviews and projects.
- Establish methods for promoting and sharing intelligence, information and good practice.

Area Lead Executive (ALE)

Each area will be aligned to an Area Lead Executive, who will be a member of the Council's Executive Management Team. The ALE will reinforce the strategic importance of the area dimension to the Council's policy and planning framework, and in particular will reinforce the importance the Council places on enhancing community governance, aligning resources and activity and improving public service delivery at a local level. The ALE will also ensure an improved localities dimension to the Council's strategic planning. The role is to help clear 'blockages' and ensure Area Committee issues are taken to the highest levels.

The role of the ALE is to:-

- Provide high level representation from the Council's officer core to support the process and outcomes from the Area Committee.
- Provide clarity and direction for the staff supporting the Area Committees and implement the LAPs once agreed.
- Ensure that strong links are made between the LAPs and the overarching commitments of the Sunderland Strategy, Local Area Agreement, Corporate Improvement Plan, Strategic Initiatives Budget (SIB) and Single Investment Plan (SIP) funding.

Area Officer (ArO)

The role of the ArO is to:-

- Act as the Area Chair's/Vice Chair's key liaison and support officer.
- Support, develop and update the LAP, ensuring that the Sunderland Strategy and the LAA are effectively interpreted at the local level, and that the Plan containing the relevant local priorities are consistent with Council/City-wide aims and objectives.
- Support the Area Chair/Vice Chair to ensure the implementation of the LAP (including any identified need to bid for external funds, etc).
- Work with and develop relationships with key Service Delivery Partners and delivery agents.
- Ensure the compilation and effective flow of information and intelligence to the Area Committee.
- Develop a joined up approach, across all sectors, to improve service delivery in the area.
- Work in partnership with those leading on the Community Development Plan and its implementation.

Whilst being guided by the ALEs in the particular requirements of each area, operationally, the AROs are located within the Strategic Economic Development Service, reporting through the Area Co-ordination Manager to the Head of Service. This ensures they work

within a corporate framework with links between one another and consistency of approach. (A similar model to that of the Scrutiny Team).

Democratic Services Officer (DSO)

The role of the DSO is to:-

- Efficiently and effectively manage the administration of the committee.
- Publish the agenda for the Area Committee.
- Provide advice and guidance to the Committee on constitutional matters.
- Invite all elected Members/representatives and guests to pre meetings, Area Committee and extraordinary meetings.
- Record the attendance at meetings of elected Members, representatives and guests and submit any apologies.
- Produce edit and finalise minutes of the meeting.
- Place all actions on the Area Committee Management Information System.
- Chase actions agreed upon by the committee and when necessary ensuring that relevant Service Delivery Partners/Officers feedback into the Area Committee.
- Upload all agenda, reports and minutes of meetings and post any executive decisions made by the Committee on the Council's website.
- Book venues to host pre meetings, Area Committee meetings and extraordinary meetings, prepare rooms for meetings, arrange refreshments and equipment as appropriate. .
- Manage and promote the 'Questions to Area Committee'.
- Issue materials provided by the ArO to representatives on the Committee.
- Control and manage the distribution and circulation of the agenda papers.
- Liaise with the Chair and Vice Chair on matters relating to the work of the Committee.

SCHEDULE OF AREA COMMITTEE MEETINGS

	Jun-09	Jul-09	Sep-09	Nov-09	Jan-10	Mar-10	Apr-10
Coalfield 6pm Start	3 rd	1 st	9 th	4 th	6 th	4 th	14 th
East 5.30pm Start	1 st , 29 th	N/A	7 th	9 th	4 th	1 st	12 th
North 5.30pm Start	1 st , 29 th	N/A	7 th	9 th	4 th	1 st	12 th
Washington 6pm Start	4 th	2 nd	10 th	5 th	7 th	4 th	15 th
West 5.30pm Start	4 th	2 nd	10 th	4 th	6 th	24 th (Feb)	7 th

In addition to the scheduled meetings, extraordinary meetings may be arranged if required.

KEY CONTACTS

Each Directorate will select a key contact who will monitor items on the agenda, and forward to relevant Service/Officer to inform them of items which may conflict or strengthen the Directorates policies and strategic aims.

Coalfield

Chair	Cllr John Scott	cllr.john.scott@sunderland.gov.uk
Vice Chair	Cllr Richard David Tate	cllr.richard.david.tate@sunderland.gov.uk
Area Lead Executive	Helen Paterson	helen.paterson@sunderland.gov.uk
Area Officer	Pauline Hopper	pauline.hopper@sunderland.gov.uk
Democratic Service Officer	Emma Hindmarsh	emma.hindmarsh@sunderland.gov.uk

East

Chair	Cllr Ross Wares	cllr.ross.wares@sunderland.gov.uk
Vice Chair	Cllr Ellen Ball	cllr.ellen.ball@sunderland.gov.uk
Area Lead Executive	Janet Johnson	janet.johnson@sunderland.gov.uk
Area Officer	Nicol Trueman	nicol.trueman@sunderland.gov.uk
Democratic Service Officer	Matthew Jackson	matthew.jackson@sunderland.gov.uk

North

Chair	Cllr Richard Bell	cllr.richard.bell@sunderland.gov.uk
Vice Chair	Cllr Rosalind Copeland	cllr.rosalind.copeland@sunderland.gov.uk
Area Lead Executive	Ron Odunaiya	ron.odunaiya@sunderland.gov.uk
Area Officer	Pauline Hopper	pauline.hopper@sunderland.gov.uk
Democratic Service Officer	Joanne Stewart	Joanne.stewart@sunderland.gov.uk

Washington

Chair	Cllr John Kelly	cllr.john.kelly@sunderland.gov.uk
Vice Chair	Cllr Bernard Scaplehorn	cllr.bernard.scaplehorn@sunderland.gov.uk
Area Lead Executive	Neil Revely	neil.revely@sunderland.gov.uk
Area Officer	Nicol Trueman	nicol.trueman@sunderland.gov.uk
Democratic Service Officer	Paul Wood	paul.wood@sunderland.gov.uk

West

Chair	Cllr David Forbes	cllr.david.forbes@sunderland.gov.uk
Vice Chair	Cllr Susan Watson	cllr.susan.watson@sunderland.gov.uk
Area Lead Executive	Keith Beardmore	keith.beardmore@sunderland.gov.uk
Area Officer	Richard Parry	richard.parry@sunderland.gov.uk
Democratic Service Officer	David Noon	david.noon@sunderland.gov.uk

Access

If representatives or members of the public have any particular requirements or access needs to enable them to participate in the meeting, including a requirement for information

in formats such as large print or on tape, please contact a member of the Democratic Services Team beforehand so arrangements can be made in good time.

Where possible Area Committee meetings will be held in rooms which are installed with a hearing loop system and rooms are accessible for wheelchair users or people with mobility impairments.

Elected Members and non elected Member representatives on the Area Committee are entitled to access all information available to the Area Committee as well as sub-sets of the Committee such as working groups.

Where to find out more about Area Committees in Sunderland

The Council Area Committees have a dedicated web page on the Council's internet. At any stage please feel free to contact your Area Officer on 0191 561 1162.

Further information is also available from our website:

[http://www.sunderland.gov.uk/Public/Editable/Themes/CityCouncil /corporate /seds /draft_area_plans.asp?](http://www.sunderland.gov.uk/Public/Editable/Themes/CityCouncil/corporate/seds/draft_area_plans.asp?)

Protocols

The protocols included in this Handbook are intended to provide clear procedures and processes on a number of functions to allow those involved to understand and operate effectively within the Local Area Committee.

They are intended to assist Committees and the public and other agencies to have a clear understanding of the role and function of each Area Committee in Sunderland.

They are complementary to the rules of procedure as set out in the Council's Constitution with provisions in the constitution taking precedence.

- | | | |
|---|-------------------|--|
| • | Protocol 1 | Allocation of work to Area Committee |
| • | Protocol 2 | Questions to Area Committee |
| • | Protocol 3 | SIB/SIP governance |
| • | Protocol 4 | Area Review Process |
| • | Protocol 5 | Area Committee Work Plan (Sample) |
| • | Protocol 6 | Area Committee Standing Agenda |
| • | Protocol 7 | Area Committee Annual Self Assessment |

PROTOCOL 1

ALLOCATION OF WORK TO AREA COMMITTEE

1. Area Committee Coverage

The City is made up of five areas:-

- **North Sunderland**
Castle, Fulwell, Redhill, St Peter's and Southwick wards
- **East Sunderland**
Doxford, Hendon, Millfield, St. Michael's and Ryhope wards
- **West Sunderland**
St. Anne's, Pallion, Sandhill, Barnes, St. Chad's and Silksworth wards
- **Washington**
Washington East, West, Central, North and South wards
- **Coalfield**
Copt Hill, Hetton, Houghton and Shiney Row wards

2. Composition

The membership of each Area Committee is all Members of the Council representing those wards included within each Area Committee boundary. Area Committee meetings are Council meetings which are usually held in public and allow local residents the opportunity to attend.

3. Terms of Reference:-

The terms of reference of the Area Committee are as set out in Article 10.2 of the Council's Constitution:-

The purpose of the Area Committee is to:-

- Lead the development of a Local Area Plan (LAP), which includes all main priorities for improvement of the Area for approval by the Cabinet.
- Lead and enable the effective implementation of the LAP.
- Monitor the quality and effectiveness of services delivered by the Council and other main providers in the Area.
- Actively encourage local residents to become involved in decision-making on matters which affect them.

In pursuit of these objectives the Area Committee may:

- Consult, engage and involve local people, organisations and partner agencies in development and delivery of the LAP.
- Actively review the activities of other agencies within its area with a view to ensuring that services, initiatives and their manner of delivery meet local requirements as fully as possible.
- Constructively challenge service providers to improve the standards of service and the levels of public satisfaction and trust with them.
- Identify priorities for allocation of budgets delegated to the Area Committee.
- Commission activity to improve local quality of life and public satisfaction in its area.
- Promote and publicise initiatives taken to improve local quality of life and public satisfaction and to increase participation in decision-making.
- Request and consider reports in support of the Area Committee's work.

The Area Committee will also produce an Annual Report which will review and evaluate the degree to which it was successful in delivering its objectives and effective in promoting Community Leadership.

4. LAPs and work plans

Local Area Committees will consider area priorities each year to be addressed throughout the next municipal year. Priorities identified will be agreed and a work plan established at the first meeting of the Committee in June.

The area priorities will be delivered by the Local Area Committees, providing a focal point to discuss, review and improve service delivery. The LAP highlights the top priorities for each of the five areas, encompassing all five themes and cross cutting strategies, to achieve absolute clarity and focus on things that matter most to residents.

Elected Members, Service Delivery Partners and residents were at the heart of the consultation process undertaken to shape and approve the current LAPs through events, road shows, forum discussions and on-line facilities. For further information on the LAPs log onto www.sunderland.gov.uk/localareaplans .

5. Consultation and communication

At the start of the municipal year elected Members, Council Committees, Directorates and Service Delivery Partners will outline consultation exercises to be held throughout the year and notify the Corporate Consultation Team. To strengthen the co-ordination of consultation around the City, this information will then be placed into a core consultation database. Area Committees will be notified throughout the year of all consultation exercises being carried out in their area and build this into the work plan to ensure that Area Committees are included in the consultation process, allowing information to be shared with local key stakeholders. This follows good practice outlined in the Sunderland Compact Involvement and Consultation Code of Practice, for further information log onto www.sunderlandcompact.org.uk .

Each area will have a dedicated publication which will be circulated to all residents of the area, keeping residents up to date with achievements and providing the opportunity to participate and engage in future events. To include information in the publication please contact the relevant Area Officer, identified in key contacts.

6. Agenda items

Items are placed on the agenda by the Chair and Vice Chair of the Area Committees at the agenda setting meetings, which are held four weeks in advance of the Area Committee meeting. Agenda items need to be notified to the Democratic Service Officer (DSO) for the relevant area detailed in key contacts, before the agenda setting meeting to ensure they are considered for inclusion on the finalised agenda.

An item submitted to the DSO does not automatically qualify the item to be included on the agenda, only the Chair and Vice Chair can agree this.

7. Urgent items

Urgent items can be considered by the Area Committee, with the agreement of the Chair. All urgent items must be reported to the DSO as soon as the perceived need for an urgent item arises. The DSO will in turn contact the Chair who will consider the reason why the item is urgent and decide whether the item should be considered at the meeting. The reason why the item is considered urgent will be reported to the meeting and recorded in the minutes of the meeting, together with the discussion and decision on the item.

8. Extraordinary meetings

In addition to the seven scheduled Area Committee meetings, extraordinary Area Committee meetings may be arranged to discuss specific subjects. These meetings are Council meetings held in public and all requests to host an extra ordinary meeting will be co-ordinated by the DSO who will make arrangements for the meeting following the rules in the Council constitution.

PROTOCOL 2

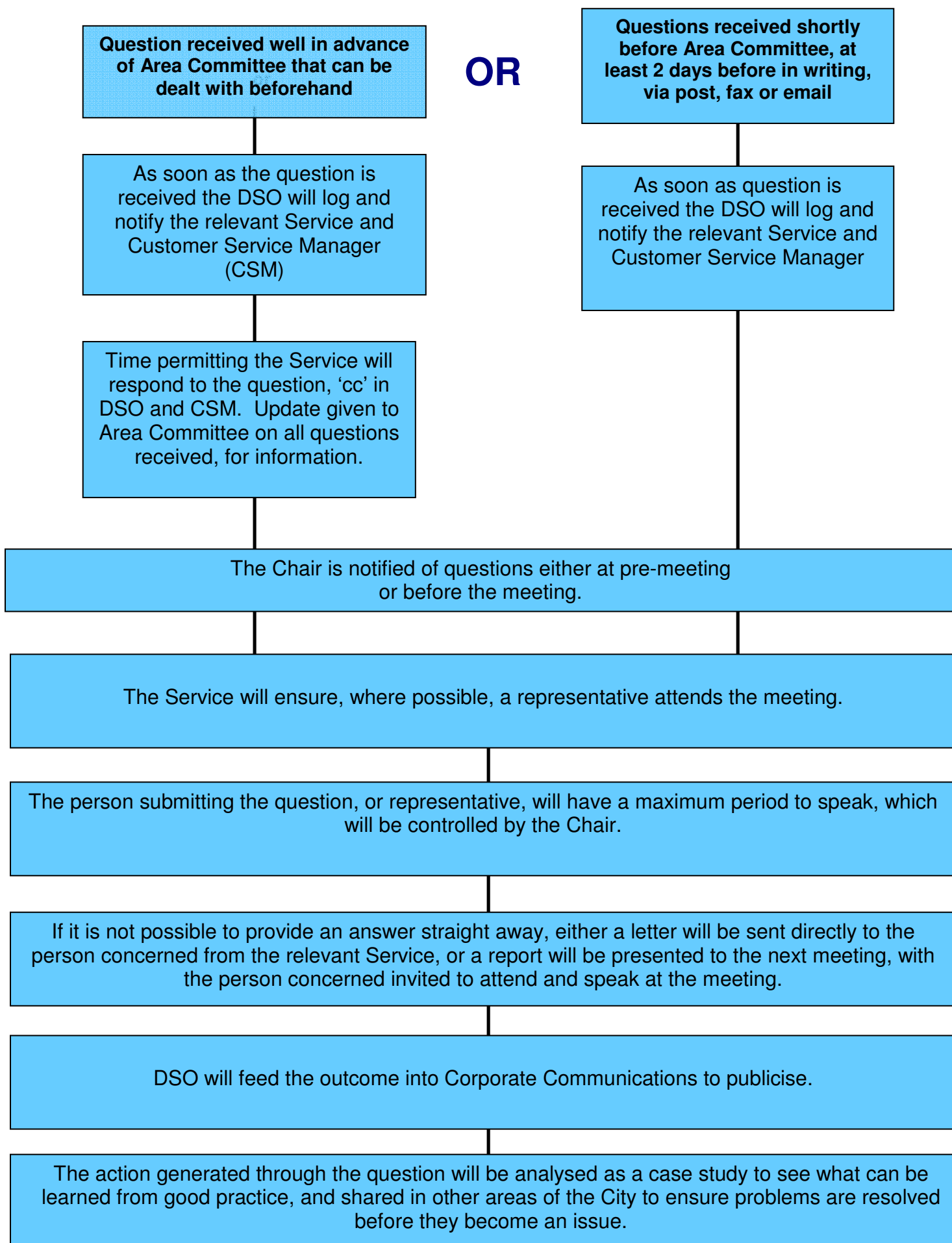
QUESTIONS TO AREA COMMITTEE

For the past year Committees and Service Delivery Partners have been developing the LAP and their priorities. It was identified via the consultation programme that there was a need to introduce a method in which local residents ask questions directly to their elected Members and providers of public services being delivered in their communities. Area Committee is seen as the appropriate arena to facilitate this process.

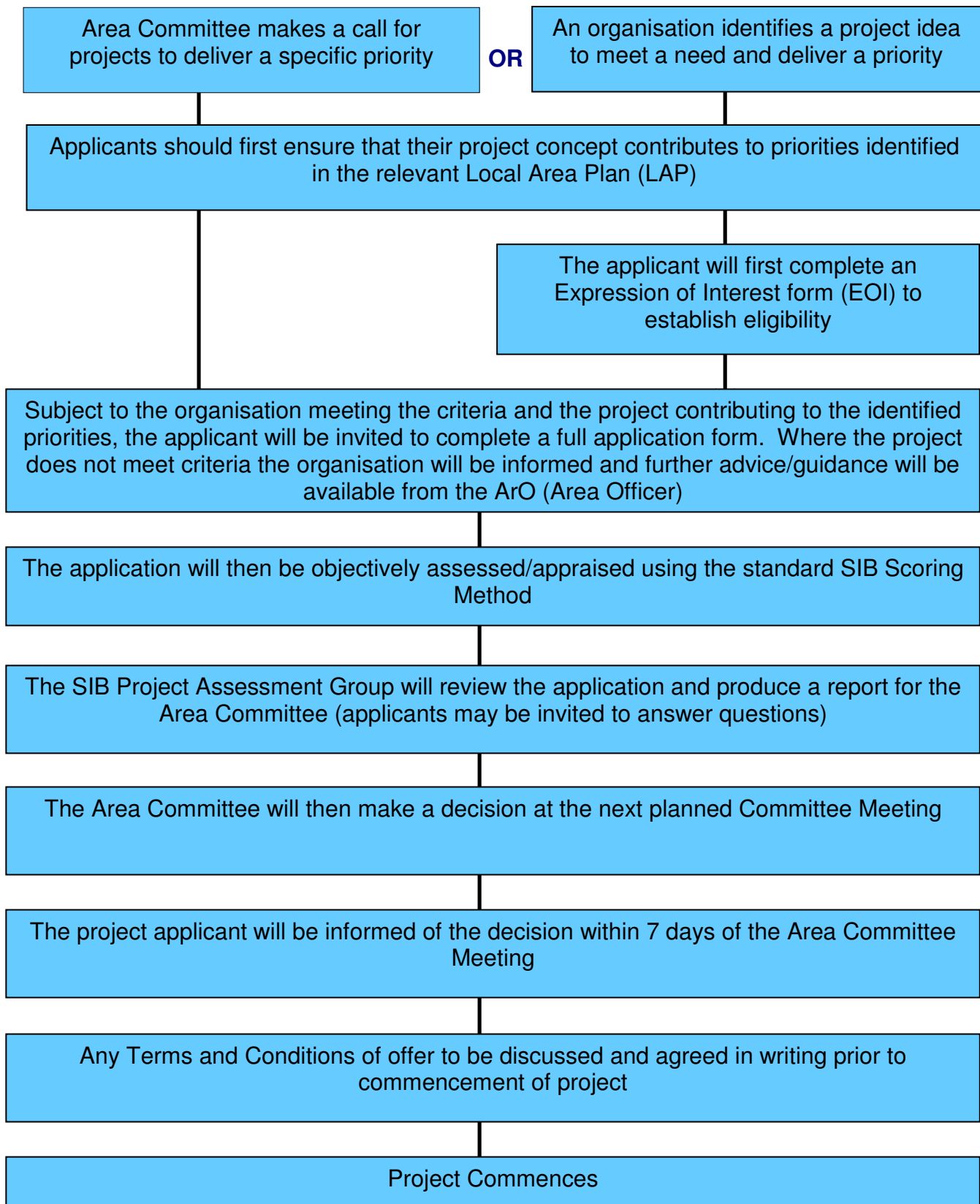
The protocol is managed by the Democratic Services Team and you should contact the DSO outlined in key contacts if you need any further advice.

- At each ordinary meeting, members of the public can submit a question (or have one submitted on their behalf) on matters that are relevant to the Area, Council and Partners agencies by the completion of the Questions to Area Committee form, up to two working days in advance of the meeting.
- All questions must be submitted before the Area Committee, if questions are received later, or during or afterwards, they will automatically be presented to the next scheduled ordinary meeting, unless they can be dealt with between meetings.
- The person submitting the question can choose to ask the question in person or have it read out for them by a nominee, or by the Chair or the Democratic Services Officer.
- The time limit given for a question is at the discretion of the Chairperson.
- The question is asked, and where possible the Committee will address and respond. If it is not possible to provide a response straight away, either a letter will be sent directly to the person concerned from the relevant officer within ten working days from the Committee date, or a report will be made on this matter to the next meeting of the Area Committee, and the person concerned will be invited to attend and speak at the meeting. In all instances a written response will be given.
- At the discretion of the Chair the person asking the question may be allowed to ask one supplementary, which must arise directly out of the original question or from the answer received.
- Committee have the opportunity of questioning to clarify any areas of doubt.
- If there is a large number of potential speakers on an issue, the Chair will ask them to select a spokesperson. If there are groups offering differing views on a particular issue more than one speaker can address the Committee, at the discretion of the Chair.
- If the Chair considers that the opportunity to address the Committee is being abused he/she has the authority to require the person to stop and if the person does not do so the Chair may require the person to leave the meeting.
- The Chair will determine the order in which the questions are asked.

QUESTIONS TO AREA COMMITTEE FLOWCHART



PROTOCOL 3 SIB/SIP GOVERNANCE



NB: The application process should normally take no more than 6-8 weeks from submission of application. In exceptional circumstances, where there is a clear emergency, the Area Committee may consider a rapid response to a request. This should be discussed in the first instance with the ArO and Area Chair and will take no longer than 3 working days to complete.

PROTOCOL 4 AREA REVIEW PROCESS

If issues or problems cannot be solved at an area level, the Area Committee can decide to elevate the matter to the appropriate body.

Council Services

In cases of City wide issues or issues that cannot be resolved locally, all Council services will be referred to the Management Scrutiny Committee or Portfolio Holder.

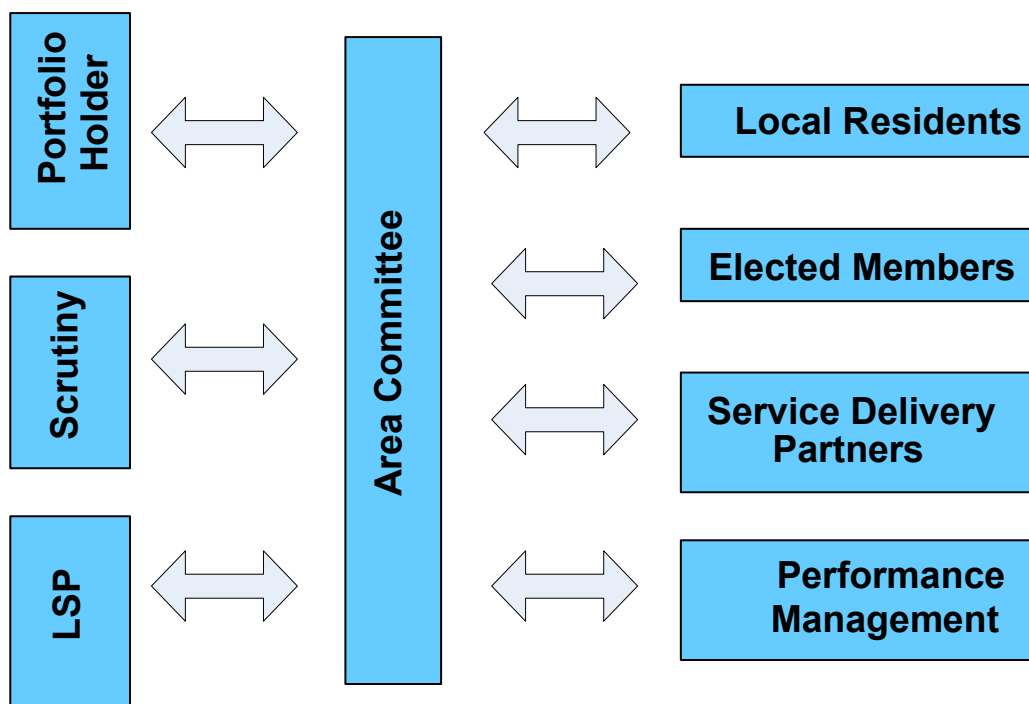
When applicable, issues and priorities that are considered by Scrutiny Committees or by the Portfolio Holder which have area aspects can be referred to the relevant Local Area Committee to resolve.

Non Council Services

The same principle applies if the services are non Council, as these will be referred to the LSP, and vice versa. If the LSP deem an issue to be local they can also refer the issue or priority to the relevant Local Area Committee.

A two way communication process between city and local activities will therefore be provided.

Each Area will be aware of the work plan for the LSP and the Council's Scrutiny Committees, to enable Areas to influence policies and decision making, while ensuring that city delivery plans are not duplicated and the good work is promoted locally.



PROTOCOL 5
AREA COMMITTEE WORKPLAN 2009/10 (SAMPLE)

Area Committee	Priority Item	Lead Representatives	Strategic Link
4 Jun 09	Approval LAP's and Work Plan	Chief Executive's	Cabinet July 09
2 Jul 09	Safe Theme <ul style="list-style-type: none"> Collectively target ASB; Sign up to the 21+ scheme; strengthen relationships; Introduce Community Police Forums; Circulate a directory promote recognising good news stories. 	Elected members nominated from Area Committee <i>Service Delivery Partners</i> Gentoo Sunderland, Tyne and Wear Fire and Rescue Service, TPCT, VCS: <i>Sunderland City Council</i> - Health, Housing and Adult Services, Safer Sunderland Team, Corporate Communications, CCS, Children's Services, D&R	<ul style="list-style-type: none"> Safer Sunderland Strategy ASB Strategy Sunderland Alcohol Strategy Alcohol Treatment Plan Safer Sunderland Partnership Community and Safer City Scrutiny Committee
10 Sep 09	Learning Theme <ul style="list-style-type: none"> Increase youth services; deliver holistic campaigns; plan training around jobs. Target EET/NEET. 	Elected members nominated from Area Committee <i>Service Delivery Partner</i> : Sunderland College, VCS <i>Sunderland City Council</i> - Children Services, Community and Cultural Services, Work based learning providers, Youth Development Group, Adult learning provider, Schools,	<ul style="list-style-type: none"> 14-19 Strategy and Action Plan and ECM Adult Learning Strategy Education Improvement Plan Sunderland Learning Partnership Children, Young People and Learning Scrutiny Committee.
5 Nov 09	Healthy Theme <ul style="list-style-type: none"> Supported housing, one to one support and personal care; Raise awareness re: access GP's or receive equipment. Strongly link preventative services and primary care. 	Elected members from Area Committee <i>Service Delivery Partners</i> Gentoo, TPCT VCS <i>Sunderland City Council</i> Health, Housing and Adult Services, Community and Cultural Services Children Services	<ul style="list-style-type: none"> Health Improvement Strategy NHS South of The and Wear Strategic Plan Better Health, Fairer Health, the regional health and wellbeing strategy Choosing Health-Government White Paper World Health Organisation (WHO) Health and Wellbeing Scrutiny Committee
7 Jan 10	Attractive and Inclusive <ul style="list-style-type: none"> Empty properties; SRL; Prioritise houses; parking bays; public transport; accessibility; signage; cycle routes, pavements; traffic safety; safe environment; healthy living; recycling; underpasses and unlit walkways; 	Elected members from Area Committee <i>Service Delivery Partners</i> Nexus, Gentoo Sunderland, Sustrans, VCS <i>Sunderland City Council</i> : Health, Housing and Adult Services, D&R, CCS	<ul style="list-style-type: none"> Housing for the Future ' A Housing Strategy for Sunderland Prosperity and economic development strategy Tyne and Wear Bus Strategy
4 Mar 10	Prosperous <ul style="list-style-type: none"> un-used business units.; start up packages; training courses; private sector; recruitment agencies; locally delivered courses; schools and VCS . 	Elected members from Area Committee <i>Service Delivery Partners</i> Business Link, Gentoo Living, VCS <i>Sunderland City Council</i> Office of the Chief Executives Health, Housing and Adult Services	<ul style="list-style-type: none"> Working Neighbourhood Strategy Economic Development Masterplan Sunderland Learning Partnership Economic Prosperity Group Prosperity and economic development strategy
1 Apr 10	<ul style="list-style-type: none"> End of Year Review: Annual Report 		<ul style="list-style-type: none"> Self Assessment LAA annual report SIB/SIP annual report

PROTOCOL 6

AREA COMMITTEE STANDING AGENDA

Every Area Committee has the standing agenda presented to each meeting, the format is outlined below.

- 1. Apologies for Absence**
- 2. Minutes of the last meeting** (For accuracy only)
- 3. Declarations of interest**
- 4. Questions to Area Committee** (Co-ordinated by DSO)
- 5. Priority Theme** (Co-ordinated by Lead Agent, supported by Area Officer)
 - a. Agreed priorities
 - b. Performance measures
 - c. Current activity (day to day)
 - d. Risks
 - e. Recommendation (may include call for projects)
 - f. Discussion, consideration and agree mentioned way forward
- 6. Feedback from Working Group** (recommend from Sept 09, monitoring and recommendations lead by Lead Agent, supported by ArO)
 - a. Prosperous
 - b. Learning
 - c. Safe
 - d. Healthy
 - e. Attractive and Inclusive
- 7. Items for consultation** (Recommend from Sept 09, consultation from Scrutiny, LSP, Directorates, Service Delivery Partners, etc) Co-ordinated by Consultation Manager, supported by ArO
- 8. Recognition for Action** (updates on the success of publicity, media articles and website information and recommendations on public engagement and communications in the future) Co-ordinated by Corporate Communications, supported by ArO
- 9. Financial statement and requests** (combine SIB/SIP and Community Chest into one report, as CC is SIB funding, outlining funding available and requests for approval.) led by ArO/Community Chest Officer
- 10. Date, Time and Venue of next meeting**

PROTOCOL 7

ANNUAL SELF ASSESSMENT

In April each year Area Committee will produce an Annual Report which will review and evaluate the degree to which it was successful in achieving its objectives and effective in promoting Community Leadership through the LAP.

Below indicates the framework of the Annual Report

1. Statistical Circumstances

- a. Quality of Life indicators showing improvements

2. Services Improvements

- a. Local service quality issues identified
- b. Local service issues resolved and length of time taken
- c. Local service issues escalated to Scrutiny Committee and the LSP

3. Public Trust/Satisfaction/Perception Levels

- a. Public perceptions of the Council improving
 - i. Quality of local neighbourhood
 - ii. Quality of local services

4. Member, Resident and Service Delivery Partner Satisfaction

- a. Member satisfaction with operation of Area Committee
- b. Resident satisfaction with committee outcomes
- c. Service Delivery Partner satisfaction with operation of Area Committee

5. Budget Management

- a. Percentage of budget allocated proactively to Committee priorities
- b. Performance monitoring of SIB/SIP grants
- c. Leverage achieved by use of Area Budgets

6. Operation of Meetings

- a. Attendance Levels
 - i. Members
 - ii. Public
 - iii. Service Delivery Partners
- b. Percentage of agenda time spent on
 - i. Performance Monitoring
 - ii. Problem solving
 - iii. Area service review
 - iv. Area circumstance review