

## WASHINGTON AREA COMMITTEE

### AGENDA

Meeting to be held at Washington School, Spout Lane on  
Wednesday, 4<sup>th</sup> April, 2007 at 6.30 p.m.

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4.	<b>Presentation from Northumbria Police on Crime Rates Relating to the Washington Area</b>	-
5.	<b>Minutes of the Local Multi-Agency Problem Solving Group</b>  Report of the Local Multi-Agency Problem Solving Group (copy to follow).	-
6.	<b>Housing and Council Tax Benefit Progress Report</b>  Report of the City Treasurer (copy herewith).	9

This information can be made available on request in other languages.  
If you require this, please telephone 0191 553 7994

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14.\* **Strategic initiatives Budget : 2006/07 Ward-  
Based Community Chest** -

Report of the Director of Development and  
Regeneration (copy to follow).

R.C. RAYNER,  
City Solicitor

Civic Centre,  
SUNDERLAND.

27<sup>th</sup> March, 2007

**At a meeting of the WASHINGTON AREA COMMITTEE held at OXCLOSE COMMUNITY SCHOOL, DILSTON CLOSE, WASHINGTON on WEDNESDAY, 7<sup>TH</sup> FEBRUARY, 2007 at 6.30 p.m.**

**Present:-**

Councillor Sleightholme in the Chair

Councillors Fletcher, Macknight, Miller, J. Stephenson, Timmins, Trueman, B. Williams and L. Williams

**Apologies for Absence**

Apologies for absence were submitted to the meeting on behalf of Councillors J. Walker, P. Walker, Whalen and Young.

**Minutes of the last meeting of the Committee held on 29<sup>th</sup> November, 2006**

1. RESOLVED that the minutes of the last meeting of the Committee held on 29<sup>th</sup> November, 2006 (copy circulated) be confirmed and signed as a correct record.

**Declarations of Interest**

Item 8 – Strategic Initiatives Budget (SIB) : Regeneration Issues Report

The following Councillors declared a personal and prejudicial interest in the item:-

Councillor Fletcher as a member of Washington Pride.

Councillor Macknight as a member of Washington Pride.

Councillor Miller as a member of Washington Pride.

Councillor Sleightholme as a member of Washington Pride.

Councillor J. Stephenson as a member of Washington Pride.

Councillor W. Stephenson as a member of Washington Pride.

Councillor Timmins as a member of Washington Pride.

Councillor Trueman as a member of Washington Pride.

Councillor B. Williams as a member of Washington Pride.

Councillor L. Williams as a member of Washington Pride.

Under the relevant Authorities (Standards Committee) (Dispensations) Regulations 2002 the Standards Committee granted a dispensation to each Member of the Washington Area Committee who also serves on the Washington Pride for a period of up to four years. Therefore Members could consider the Washington Pride application without being excluded from participating.

Councillor Macknight also declared a personal interest in the item as a friend was presenting the application for Eurocamps Soccer Centre.

Councillor L. Williams declared a personal and prejudicial interest in the item as a governor of Oxclose School and withdrew from the meeting before consideration of the item.

Item 9 – Strategic Initiatives Budget : 2006/07 Ward Based Community Chest

Councillor J. Fletcher declared a personal and prejudicial interest in the item as a family member was a player for Albany Park Junior Under 12's F.C. and withdrew from the meeting during consideration of the item.

Councillor Macknight declared a personal and prejudicial interest in the item as his sons were members of Washington Cricket Club and withdrew from the meeting during consideration of the item.

Councillor Fletcher also declared a personal interest as a school governor of Usworth Colliery Primary School.

### **Presentation from Northumbria Police on Crime Rates Relating to the Washington Area**

Inspector Gordon Rea was in attendance and briefed Members on crime rates relating to the Washington area for the period 1/1/06 to 31/12/06 in comparison with the same period for 2004 and 2005, broken down by area for the two year change.

Overall crime was down 6% from the equivalent period last year.

Washington Central:

Violence had increased by 21%, however there had been a proactive stance against licensed premises in Spout Lane, Concord.

Robbery had seen an increase of 80%, which was essentially a rise of 5 offences.

Burglary/dwellings had increased by four offences, from 42 to 46. However, two significant local burglars had recently been imprisoned.

Burglary (other) was down 11% which was a good statistic as this included The Galleries.

Theft of vehicles was down by 32%.

In total for Washington Central crime was up by 1.3% (20 crimes).

Washington East:

Violence had risen significantly, however, this was on the back of a high profile domestic violence campaign where the reporting of incidents was believed to have increased.

Robbery had seen a 33% decrease (12 crimes down to 8).

Burglary/dwellings had seen a 22% rise, however within a two year period this had still led to a decrease of 32%.

Burglary (other) was down 27%.

Damage/property was down 3%.

Theft (vehicles) down 17%.

In total for this area there had been a 3.2% decrease in crime overall (approximately 50 offences).

Washington North:

Burglary/dwellings had increased from 44 to 46 crimes.

Burglary (other) was down 29%.

Damage (property) was down 24%.

Theft of vehicles down 35%.

Theft from vehicles down 38%.

Washington South:

Violence had increased by 7%.

Robbery had remained static.

Burglary (dwellings) was up 50% (19 crimes).

Burglary (other) was down 25%.

Theft was up 12%.

Damage was up 12%.

Theft from vehicles was down 23%.

Theft of vehicles had seen a two year decrease of 26%.

Washington West:

Violence was up by 4% (5 offences).

Robbery had decreased by 33%.

Burglary/dwellings remained static.

Burglary/other was down by 20 offences.

Theft had seen an increase of 25%.

Damage was down by 18%.

Theft from vehicles down 34%.

Theft of vehicles down 2%.

The total change over the two year period was down 6.7%.

In response to a question by a member of the public regarding to what extent 'violence' related to street violence or domestic violence, Inspector Rea advised that a lot of the statistics could be attributed to 'ethical' crime recording'. This is a more victim orientated approach, for example, if children have a fight in the playground and it is recorded on a mobile phone there is a duty for this to be reported as a crime statistic. Approximately 15-20% of these types of crimes are between young people in or around the school

vicinity. Overall domestic violence and violence outside the home are relatively evenly split.

In response to further questions, Inspector Rea advised that he had the second highest complement of Police Community Support Officers in Sunderland which currently stood at 15.

The problems with mini motor bikes subsided in the winter. Since November there had been 8 instances where bikes were seized and 12 warnings had been issued.

Councillor Fletcher commented that the Police Forum had clashed with the Area Committee. Karen Graham, Area Regeneration Officer advised that she had spoken to Iain Burns, administrator for Northumbria Police as had the Democratic Services Officer regarding this concern. Mr Burns has supplied future dates of the Police Community Forum meetings for 2007 and would liaise with the Democratic Services Officer to ensure future meetings do not conflict.

Councillor Macknight asked how Washington statistics compared with the rest of Sunderland. Inspector Rea advised the Committee that the only other area that had achieved significant decreases in the statistics was Sunderland North. Sunderland Central was still experiencing a 79% increase in burglary and dwellings.

Councillor Macknight also questioned whether the motor bike team could go to James Steele Park as there had been problems with bikes along there. Inspector Rea stated that a number of operations had been planned there in the Autumn, however they had been abandoned due to the weather.

Karen Graham, Area Regeneration Officer, drew Members' attention to the Local Multi Agency Problem Solving Group's minutes and suggested any queries be directed to either herself or Inspector Rea.

The Chairman informed the Committee that representation was being requested for Members on the LMAPS and liaison was currently happening between partners and the Chief Executive.

The Chairman having thanked Inspector Rea for his presentation, it was:-

2. RESOLVED that the update be received and noted.

### **Washington 'F' Pit Museum**

The Director of Community and Cultural Services submitted a report (copy circulated) to update Members on the current position in relation to 'F' Pit Museum.



Jane Hall, Assistant Head of Culture and Tourism, presented the report and advised that since the signing of the Washington DC Friendship Agreement in June 2006 opportunities were being sought to extend the current cultural offer in the area due to a potential rise in overseas visitors and work was ongoing in this area.

Members were aware that one of the objectives of the feasibility study was to create a dedicated website or virtual tour. This would help to raise awareness of the site and ensure a quality visitor experience. As the Museum is open on a part-time basis a dedicated website would greatly improve access.

Members welcomed the establishment of a dedicated Washington tourism website.

3. RESOLVED that the contents of the report be received and noted.

### **Heritage Open Days 2006**

The Director of Community and Cultural Services submitted a report (copy circulated) to update Members on Heritage Open Days 2006.

(For copy report – see original minutes)

Jane Hall presented the report and advised that Washington 'F' Pit Museum received 292 visitors this year. A Washington Village guided walk ended in Washington Green Library with refreshments and each participant received a pack containing some old photographs and maps of Washington. There were 19 participants at this event.

The Chairman having thanked Ms. Hall for her report, it was:-

4. RESOLVED that the contents of the report be received and noted.

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

The Director of Development and Regeneration submitted a report (copy circulated) which provided the Committee with information on the following projects which it had previously funded through its SIB allocation:-

- Area Committee Marketing Project.
- Sunderland Juvenile Service.

The Chairman introduced Jane Gatiss, Communications and Marketing Co-ordinator, Development and Regeneration, in respect of the Area Committee Marketing Project and Anthony Gonzalez, Project Co-ordinator, in respect of Sunderland Juvenile Service who proceeded to provide Members with a commentary on their feedback reports and answer questions thereon.

The Chairman having thanked Ms. Gatiss and Mr. Gonzalez for their presentations, it was:-

5. RESOLVED that the feedback reports be received and noted.

### **Strategic Initiatives Budget (SIB) : Regeneration Issues Report**

The Director of Development and Regeneration submitted a report (copy circulated) on the proposed allocation of Strategic Initiatives Budget (SIB) funding to support the following initiatives of benefit to the area:-

- (i) Area Committee Marketing Project;
- (ii) Washington Boxing Club – Health and Safety Improvements;
- (iii) North Washington Youth Inclusion Project Mini Bus;
- (iv) Bridge Reaching Out to Women – Gap Funding;
- (v) Washington Pride Web Development;
- (vi) Contribution to a Feasibility Study for Bowes Railway;
- (vii) Contribution to Wearside Women in Need – Training and Outreach Resource Centre;
- (viii) Installation of Electricity Supply for Eurocamps Soccer Centre;
- (ix) Washington Events Budget.

(For copy report – see original minutes).

Karen Graham, Area Regeneration Officer, presented the report and advised that the nine applications for funding before the Committee were requesting £98,823 in total from the 2006/07 budget. Should the Committee grant these requests all of the 2006/07 budget would be committed.

Mrs. Graham provided Members with a summary of each application and introduced representatives from the projects who presented their bids and addressed comments and questions from Members.

6. RESOLVED that approval be given to the allocation of Strategic Initiative Budget Funding of:-

- £8,000 from the 2006/07 budget as a contribution to the Area Committee Marketing Project;

- £4,5322 from the 2006/07 budget for Washington Boxing Club – Health and Safety Improvements;
- £10,000 from the 2006/07 budget as a contribution to North Washington Youth Inclusion Project Mini Bus;
- £24,946 from the 2006/07 budget as a contribution to Bridge Reaching Out to Women – Gap Funding;
- £15,560 from the 2006/07 budget for Washington Pride Web Development;
- £8,000 from the 2006/07 budget as a contribution to a Feasibility Study for Bowes Railway;
- £20,000 from the 2006/07 budget as a contribution to Wearside Women in Need – Training and Outreach Resource Centre;
- £4,850 from the 2006/07 budget for the installation of Electricity Supply for Eurocamps Soccer Centre;
- £2,935 from the 2006/07 budget as a contribution to the Washington Events Budget.

### **Strategic Initiative Budget (SIB) 2006/07 Ward-Based Community Chest**

The Director of Development and Regeneration submitted a report (copy circulated) on 30 projects recommended for support from the 2006/07 Community Chest Scheme.

7. RESOLVED that approval be given to the 30 projects recommended for support from the 2006/07 budget with a total value of £23,328 as detailed in Annex 1 and 1A to the report.

The Chairman closed the meeting having thanked Members and Officers for their attendance.

(Signed) D. SLEIGHHOLME,  
Chairman.

## LOCAL MULTI-AGENCY PROBLEM SOLVING GROUPS TEMPLATE

LMAPS MEETING FOR: Washington Area

DATE OF MEETING: Tuesday 13<sup>th</sup> February 2007

Meeting Number 3 – Core Agenda.

NAME	ORGANISATION	CONTACT DETAILS
Inspector Rea	Northumbria Police	<a href="mailto:gordon.rea.7214@northumbria.pnn.police.uk">gordon.rea.7214@northumbria.pnn.police.uk</a>
Sgt Ken Robinson (Washington North)	Northumbria Police	<a href="mailto:ken.robinson.2338@northumbria.pnn.police.uk">ken.robinson.2338@northumbria.pnn.police.uk</a>
Karen Graham	Sunderland City Council - ARO	<a href="mailto:karen.graham@sunderland.gov.uk">karen.graham@sunderland.gov.uk</a>
Wendy Scott	Northumbria Police/YOS	<a href="mailto:wendy.scott@ssd.sunderland.gov.uk">wendy.scott@ssd.sunderland.gov.uk</a>
Alison Lonsdale	Sunderland Housing Group	<a href="mailto:alison.lonsdale@sunderlandhousing.co.uk">alison.lonsdale@sunderlandhousing.co.uk</a>
Scott Richardson	Sunderland Housing Group	<a href="mailto:scott.richardson@sunderlandhousing.co.uk">scott.richardson@sunderlandhousing.co.uk</a>
Barbara Cruikshank	Sunderland City Council - NRT	<a href="mailto:barbara.cruikshank@sunderland.gov.uk">barbara.cruikshank@sunderland.gov.uk</a>
Steve Kell	Sunderland City Council – NRT	<a href="mailto:steve.kell@sunderland.gov.uk">steve.kell@sunderland.gov.uk</a>
Terri Morris	City of Sunderland – LMAPS Support	<a href="mailto:ferri.morris@sunderland.gov.uk">ferri.morris@sunderland.gov.uk</a>
Victoria Maw	City of Sunderland – City Solicitor	<a href="mailto:victoria.maw@sunderland.gov.uk">victoria.maw@sunderland.gov.uk</a>
Karen Lindsay	City of Sunderland – Safer Communities Team	<a href="mailto:karen.lindsay@suncpt.nhs.uk">karen.lindsay@suncpt.nhs.uk</a>
<b>APOLOGIES</b>		
Michael Donachie	1. Welcome, Introductions & Apologies for Absence	
Julie Lister	2. Minutes/actions from previous meeting	
Sgt Jane Munro (Washington South)	3. Key priorities – Updates <ul style="list-style-type: none"> <li>▪ Update from Inspector Rea and Sgt Munro and Robinson</li> </ul>	
	4. New Priorities	
	5. Any Other Business	
	6. Time, date and venue of future meetings.	
<b>AGENDA</b>		

Strategy Theme	Name of Perpetrator or Location of Hotspot (environment)	Description of Issue/Problem	Victim	Lead Agency (and name of practitioner)	Action Taken: Progress / Results Update	Agreed Actions for next meeting (Include Prevention, Early Intervention, Enforcement, Rehabilitation)	Lead Agency or officer for action
Property Crime (including burglary and Car Crime)	Sulgrave and Concord	Target for burglary and car crime. Also ASB activity and ASBO breach. ASBO finished in October.  Still Police Team target, little feedback since last meeting. Has been staying away from Barmston. Subject to MAPVA process and Wearkids etc. Looked at on 29/12 for a burglary to a garage. Subject to curfew.	Residents	Police – Sgt Munro	On curfew, sighted but low profile. Due in court 27/03/07.	1. Monitor visits to parents and share information to collate info with view to ASBI as ASBO unlikely to progress.	ALL
Anti-Social Behaviour (including alcohol related crime and disorder and Criminal Damage)	Oxclose	Robbery at knife point and a number of other charges.  SHG were granted an ABSI with power of arrest. Excluded from Lambton, prohibited from carrying a knife outside his home and prohibited from acting in a threatening manner in Oxclose or Lambton. NOSP has been served.  ASBI effective though has been breached. Pled guilty to robbery and is due to be sentenced 15/01.	Residents	Police – Sgt Munro SHG – Julie Lister and Alison Lonsdale	Sentenced to 15 months on 23/01 for robbery. Still some outstanding matters and will be before the magistrate next week.  SHG in contact with the Prison Liaison – has terminated tenancy. ASBI still in force when he'll be released. Locks have been changed.	No further LMAPS action required.	Closed

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	NEW Oxclose	Both ASBO targets. 1 arrested for Criminal Damage. Tenancy in arrears, enforcement would result in homeless minor Gathering evidence to progress ASBO.	Residents	Police SHG	Both arrested for Breach of the Peace and CD - appearing today. Both due in court for firework offences. 1 under 12 month Court Order with tag and curfew of 8pm-7am; ends 8/04/07, Supervision Order to follow. SHG starting proceedings against the tenancy; SSD meeting 07/02 with all agencies to discuss Child Protection proceedings for 3 younger siblings who may be at risk from some of Targets associates. Awaiting outcome of Child Protection meetings before progressing ASBO. Parents said to want both removed from the house.	1. To update at next meeting following SSD meetings.	SHG – Alison King

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	Oxclose	<p>On bail for going equipped. Possibility that he is storing stolen property on premises and that he could be one of the local sneak burglars. SHG liaising with police and CID and gathering info on injunction pending the result of the investigation. SHG delaying their application for an injunction until charges are brought.</p> <p>Bailed until 31/01 on handling charges and has been quiet since court appearance. Suspect under reporting is the reason for the tail off in complaints.</p>		<p>Police – Sgt Jane Munro SHG – Julie Lister and Alison King</p>	<p>Bailed until 15/02. Police have intelligence to suggest that he is supplying drugs.</p>	<p>1. SHG to pursue NOSP and ASBI following charges – AK to liaise with Jane Munro for updates. 2. Monitor</p>	<p>Police – Sgt Munro SHG – Alison King</p>

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	<p>Oxclose Oxclose Village Centre</p>	<p>Letters received from Cllr Williams and MP Sharon Hudson about dangerous driving and parking around Oxclose Village Centre/Raby Road/Ox &amp; Plough Car Park.</p> <p>Police conducted speed checks on more than 30 vehicles and none were found to be speeding.</p> <p>Police spoke to motorists about the potential consequences of inconsiderate, if not illegal, parking.</p> <p>Bob Bertram, LA Highways lead, is also following up.</p>	<p>Residents, school children</p>	<p>Police and LA Highways departments</p>	<p>Police still conducting regular patrols at hotspot times. Any offences being dealt with as appropriate. No evidence of speeding vehicles. Parking more inconsiderate than illegal.</p>	<p>1. PC Stanton to continue with police measures.</p> <p>No further LMAPS action.</p>	<p>Closed.</p>
	<p>Rickleton</p>	<p>Target is both a victim and a perpetrator of disorder; offenders id'd and no further trouble since youths were issued warning in front of their parents. SHG still looking for suitable property son.</p>	<p>neighbours</p>	<p>Police – Sgt Munro &amp; PC Rumley SHG – Julie Lister and Alison Lonsdale</p>	<p>No further problems reported. Offered alternative property</p>	<p>No further LMAPS action</p>	<p>Closed</p>



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	Fatfield Pastures and Play Park,	Complaints and observations of increase in Youth Disorder and older children hanging around the play park.	Residents	Police – Sgt Munro SHG – Julie Lister and Alison King	Police have spoken to youths and have ascertained which are from SHG and privately rented/owned houses.	See extended meeting minutes for discussion and actions on Cranberry Drive.	Sgt Munro
	Barmston	ASB and nuisance. Number of complaints to SHG that boyfriend is there in breach of the SPO. SHG applied for injunction to exclude him from Barmston. Target still has SHG tenancy. Possession order in force. Police awaiting feedback from Child Protection Services with regard the possible removal of the child. Is said to be considering giving up the property in Barmston. Possible that boyfriend may breaching his ASBI.	Residents	SHG – Julie Lister and Alison King	5/2/07; left the WWIN refuge and recently gave a Barmston address. Frequenting boyfriend's address who is still believed to be involved in drugs.  SHG amending ASBI to cover drug offences in Sulgrave where he is active.  SHG can't currently take tenancy enforcement action as offences aren't happening at No 10 Barmston.	1. SHG to continue to progress the amendment to the ASBI to cover the whole of Washington and apply for breach.	SHG – Julie Lister and Alison King

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	Barmston	<p>Subject of MAPVA meetings re her children's behaviour, schooling/general lack of parenting. All agencies are involved.</p> <p>Possible upcoming problem with regard to Partner's release from prison on license in December.</p> <p>Proceedings issued to demote to starter tenancy.</p>		<p>Police – Sgt Munro</p> <p>SHG – Julie Lister and Alison Lonsdale</p>	<p>No calls or complaints. Cooperating with all agencies. Tenancy demotion proceedings going ahead, no trial date as yet. Partner not due for release until January 2009.</p>	<p>1. SHG to continue with Tenancy Demotion proceedings</p> <p>2. All agencies to monitor and update each other.</p>	<p>SHG – Allison King</p> <p>ALL</p>
	Barmston	<p>ASB &amp; Drugs. Son of SHG tenant. Injunction with Exclusion area granted. Has since moved to alternative accommodation with father in an area largely populated with elderly people in bungalows. Target and his father have threatened an elderly woman in no 150 who thinks they are dealing drugs. SHG camera installed in back of no. 150. SHG offered resident a move but she refused. He is using the address when his father isn't there.</p>	Local residents –	<p>Police – Sgt Munro</p> <p>SHG – Julie Lister and Alison Lonsdale</p>	<p>Target frequenting Hendon and girlfriend's. Also engaged in voluntary activity Newcastle.</p> <p>Only reported incident was with regard to a giro which was taken against a debt; police returned it.</p> <p>SHG have applied to amend the ASBI and are waiting for court date. Complaints are still coming from 150 who automatically attributes incidents to him.</p>	<p>1. Progress with ASBI amendment to include Barmston in the exclusion zone.</p> <p>2. PSCOs to walk past neighbours and call in as confidence building measure.</p>	<p>SHG – Allison King</p> <p>Police – Sgt Munro</p>

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	Barmston	<p>Reports of x2 suspects going equipped. Son (17) said to be causing a lot of trouble and getting out of control. Id'd as a target for ASB in surrounding area and there may be some under-reporting of the problem. Younger son also said to be active.</p> <p>BC and Police conducted joint visit re elder son's behaviour and issued a warning. Also liaising with private landlord. Number of agencies involved but the family is refusing to engage with support, including DISC.</p>	Neighbours	<p>NRT – Barbara Cruikshank</p>	<p>BC held meeting re ASBO on Target 1. City Solicitor recommended applying for an ASBO on Target 2.</p> <p>Paperwork pending – NRT wanted to pursue an interim ex-parte application; however, the Family became aware and engaged a defence solicitor before this was implemented.</p> <p>Update from 13/02/07 City Solicitor awaiting outcome of SSD visit.</p>	<p>1. Solicitor to take advice from the police with regard to proceeding with the ASBO – liaising with Jane Munro.</p>	Victoria Maw and Jane Munro
	Blackfell	<p>Receiving death threats by text message. ASBO runs out in December, has been breached.</p>			<p>No further reports, still on police bail until 21/02/07; anticipating an assault charge.</p>	<p>1. Police to update after 2/02/07 and CPS decision.</p>	Sgt Robinson
	NEW Blackfell	<p>Minor CD in Blackfell</p>	Residents	Police	<p>1 suspect id'd to Police has been named for the damage.</p>	<p>1. Police to monitor and update at next meeting</p>	Sgt Robinson
	Usworth / Concord (general)	<p>Hotspot for CD with 3 vehicles and 5 dwellings damaged (21.12.06)</p> <p>5 vehicles damaged on New Year's Eve. Suspect arrested and is on police bail.</p> <p>Linked to disorder below.</p>		Sgt Robinson	<p>Both police teams have deployed extra high profile patrols. Police have shared list of potential ABA targets with SHG and NRT</p>	<p>1. Continue high profile patrols in the area 2. Monitor 3. SHG and NRT to follow up with ABAs.</p>	Sgt Robinson

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	Concord Subway leading to Washington Village	Gangs of young people moving through and around the subway, general ASB. Gang avoiding patrols. Police looking at lists of names with view to ABAs. Both teams conducting high visibility patrols	Residents	Police – Sgt Robinson	6 ABAs still to secure.	1. Steve Keil and Scott Richardson to meet to progress with list of names and ABAs.	Police – Sgt Robinson
	Concord area	Group hiding in trees around the club and causing disorder with customers. Fence needs repairing to restrict access to the site. Premises subject to TCG and community Police Team Scrutiny. Established that fence does not belong to SHG and it may belong to the Council.	residents	Police – Sgt Robinson SHG – Michael Donachie and Scott Richardson	Operation Adapt ongoing – quiet this weekend but will run again next week.	1. Operation Adapt to run next weekend.	Police
	Sulgrave Flats General	Burglary Dwelling – 0 Criminal Dwelling – 0 AI priority targets – 0	None!	Police	Success due to long term police work, effective CCTV intervention and community engagement; community garden developed with On Track has won a national award for engaging young people. Karen Graham suggested escalating as success story.	1. Police to liaise with Karen Graham with regard to details for marketing.	Police - Sgt Robinson

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	Sulgrave	<u>ASBO Targets</u>	Residents	Police			
	1. Female suspect 1	1. Breached LA ASBO and was given custodial.			1. In court again 16.04.07 ASBO expected to be granted, pending medical treatment.	1. Long-term target. Continue to share info in support of ASBO applications.	ALL
	2. Female suspect 2	2. LA ASBO application unsuccessful.			2. Ex parte interim ASBO application ready for full ASBO	2. Monitor	NRT – Steve Kell & Police
	3. Male suspect 1	3. On police bail for intimidation. Tagging order. Breached curfew (now 10.pm)			3. Arrested for failure to appear in response to traffic offence. Extra incidents to be added to ASBO evidence.	3. Ongoing operation, police targeting.	Police
	4. Male suspect 2	4. Considered major problem, on bail until 03/12/06. Insufficient evidence for ASBO			4. Arrested for damage to motorbike during a dispute with neighbours. SHG have put in a night vision camera to monitor activity.	4. SHG to put camera into the front of house. 5. Police to conduct high profile patrols and give the neighbourhood extra attention.	Police, Steve Kell and Scott Richardson

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	Sulgrave	Alleged repeat victim and perpetrators of ASB. Family made themselves homeless recently No complaints since September, family receiving intensive support, including On Track.	Neighbours	Police, SHG	Moved. Number of calls to the police about threats made within the family with knives. Causing a lot of problems and making threats towards neighbours in Sulgrave. SHG considering FIP referral rather than enforcement.  Wendy Scott has liaised with the school and the children are truanting. One son is on a part time timetable and is causing problems outside of school.	1. YOS to approach school with view to extending Reece's hours. 2. Partners to consider FIP referral.	Wendy Scott  Alison King
	NEW Waterloo Road	Anti Social behaviour			SK visited complex with view to gathering ASBO evidence. Hearsay statements are coming in. Landlord contacted but hasn't really engaged.  Question raised over child at risk from the activities in the house.	1. Steve Kell to compile reports and update next meeting.	Steve Kell

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	NEW Roche Courts	High number of complaints about youths gathering and alcohol consumption and possible drug dealing in the derelict flats nr the footbridge to The Galleries.	Residents.	Police SHG	SHG waiting for 1 tenant to move before they can begin demolition. Have seen gangs of 20-25 youths with drink down there who abused SHG staff when they approached.  Also thought to be area of concern for Cllr Williams who passed on a similar complaint from a resident.	1. SHG to update on dates of demolition.  1. Karen Graham to clarify exact location of Cllr Williams and complaint and feedback. 2. Police to monitor and deal with youths appropriately.	Alison King  Karen Graham  PC Wallace
Hate Crime	Albany Shop	Proprietor repeat victim of racially aggravated incidents.	Shop owner.	Police – Sgt Robinson	Crime Prevention Officer conducted survey. BM makes regular visits but no problems reported or observed	No further LMAPS action required	Closed
	Concord Pizza shop	Youth exposed himself in Section 5 incident. Police applying for ASBO. He also on bail for 2 assaults on Special Constables.	Proprietor	Police – Sgt Robinson	Received 12 month conditional discharge. On police bail until 02.04.07 pending ASBO hearing. Area still ASB hotspot with 1 arrest made for assault. Owner approached SHG with complaint about racial incidents and police have arrested a suspect.	1. Police to continue to progress with case.	Police – Sgt Robinson
Drugs Misuse							

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Domestic Violence	Harraton (DV & CD)	Parents housing their daughter who is at high risk of DV from ex-partner who is thought to be circumventing his restraining order by having proxies target her. Living there since August, needs 4 bed property in the area close to her parents/support structures. Parents cars deliberately damaged on 17 <sup>th</sup> November – perpetrators believed to be known to the family. Statements taken, CPS advised that they have enough evidence to bring charges but waiting for camera footage.  Cars were paint stripped 09.01.07 before the camera was in place.  No progress on properties, still a shortage of 4 bed properties.	family	Police – Sgt Munro SHG – Alison King	Police arrested suspect and NFA'd. Victim's father and suspect making complaints about each other.  Suspect trying to get the restraining order revoked, court hearing on 15 <sup>th</sup> Feb. Police awaiting response from family solicitor re the presentation of the case at court.  Victim still a high DV risk. Suspect has a relative in the same street which causes difficulties around the breaches of his restraining order – CPS won't support breach application as he has a valid reason to be there.  Bushes to be removed from around the property this week. SHG still looking for a suitable property.	1. SHG remove bushes around property to increase visibility with view to reducing opportunities for further CD. 2. SHG to look at 3-4 bed properties in appropriate areas – AL to discuss with Julie Hone (SHG).	SHG – Alison King
Domestic Violence	Usworth	Repeat victim of DV. Perpetrator living in garage and needs re-housing urgently.		Police – Sgt Robinson	Multi agency meeting arranged to discuss the way forward.	Monitor	Police Sgt Robinson and SHG.
Domestic Violence	Sulgrave	Hotspot for CD, repeat DV/CD victim.			Police dealing with Suspect with regard to the CD arising from the DV.	1. Police to pursue RIPA application to monitor CD.	Sgt Ken Robinson



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	Glebe	Waiting to move into supported living. Assaulted her care worker and the company have since removed their services. At the MAPVA meeting the Doctor treating her made sure that SSD funded supported care for her.					
AOB	Out of hours coordination between NNEOs and Police	Under the Respect agenda, SHG NNEOs will be working 4 out of hours sessions per month from April. Question Under the Respect agenda, SHG NNEOs will be working 4 out of hours sessions per month from April.		Police and SHG	Question asked how link up with police to reduce risks to staff and increase effectiveness.	1. Police and SHG to coordinate shift patterns and work out of hours shifts when Beat Managers are working. 2. Agreed to escalate and draw to the attention of the BSG as this is a citywide issue.	Beat Managers and SHG NNEOs.  LMAPS Chair, Insp. Rea
AOB	Use of police powers; Closure Orders and Dispersal Orders.	SHG asked whether police plan to use current powers (closure orders, dispersal orders etc)  Closure orders on properties with class A drugs?		Police and SHG	Some other Area Commands are using orders to close houses known to be dealing in drugs and causing a nuisance. Sunderland area command decision not to use them unless in extreme circumstances.	1. Insp. Rea to clarify Sunderland Area Command response.	LMAPS Chair, Insp. Rea.

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AOB General Info Sharing.	Update from ES on issues raised in November after Bonfire Night. Police reported that residents put out their bins on the night of November the 5 <sup>th</sup> ready for collection on November the 6 <sup>th</sup> . Many of these were then stolen and set on fire. Only 1 lorry was available to remove spontaneous fires.	Key players weren't involved in the Get Wise campaign for Bonfire Night which was a marketing rather than operational initiative. ES resource levels were set according to the number of calls that had been received in the past, however, the marketing campaign raised expectations and calls beyond the resource level available to deal with it. Added to this, bonfire builders are becoming smarter and building the bonfires at the last minute when it is too late to respond.			Lessons learned for 2007; any marketing campaigns need to be coordinated with operational agencies who will be responding – including SHG who are the 2 <sup>nd</sup> largest landowner in the city. Also need to have working hours clarified as there are anecdotal reports that Council staff wouldn't clear bonfires after dark (about 1600hrs in November) for health and safety reasons. If this is the case then expectations need to be managed and alternative strategies considered.	SR reported that SHG are working in conjunction with other partners to organise a bonfire and display for 2007. Fire Service will engage young people in collecting wood for the communal bonfire.	TM informed the group that there are a number of themed delivery groups within the partnership, one of which is likely to be tackling this as a citywide issue. Action – to circulate details of these meetings and who is represented with a view to feeding into and getting feedback from and plans for Bonfire Night 2007 (NB – details of these groups will be provided by Geoff Lodge, Anti Social Behaviour Strategy Manager, when they are available along with mechanisms for feeding in issues). Police asked if there was anything that could be done to arrange the collection days so that November 6 <sup>th</sup> wasn't a collection day, and that bins put out for this collection are targets for opportunistic theft and arson. ES responded that this wouldn't be possible but that the police and fire service could be informed in advance of any areas from which bins would be collected on November 6 <sup>th</sup> to allow for them to take preventative action. NB in November, only 100 bins were requested as replacements for stolen/fire damaged bins which is a relatively low figure. Phil McAloon highlighted that youth workers are likely to know who is responsible for setting light to the bins and that any plans for youth engagement should factor the 5 <sup>th</sup> November into their plans. Litter – ES were asked by the police for a schedule of maintenance and park cleaning etc. ES responded that as Washington is zoned from North to South for refuse collection and litter picking etc then the routine maintenance plans could be shared. SHG added that youths on their Pay Back scheme have been litter picking in Glebe.



## LOCAL MULTI-AGENCY PROBLEM SOLVING GROUPS TEMPLATE

LMAPS MEETING FOR: Washington Area  
 DATE OF MEETING: Tuesday 20<sup>th</sup> March 2007 Meeting No 4  
 Venue: SHG Washington Galleries

NAME	ORGANISATION	CONTACT DETAILS
Sgt Jane Munro (Washington South)	Northumbria Police	<a href="mailto:jane.munro.8185@northumbria.pnn.police.uk">jane.munro.8185@northumbria.pnn.police.uk</a>
Sgt Ken Robinson (Washington North)	Northumbria Police	<a href="mailto:ken.robinson.2338@northumbria.pnn.police.uk">ken.robinson.2338@northumbria.pnn.police.uk</a>
Karen Graham	Sunderland City Council - ARO	<a href="mailto:karen.graham@sunderland.gov.uk">karen.graham@sunderland.gov.uk</a>
Scott Richardson	Sunderland Housing Group	<a href="mailto:scott.richardson@sunderlandhousing.co.uk">scott.richardson@sunderlandhousing.co.uk</a>
Steve Kell	Sunderland City Council – NRT	<a href="mailto:steve.kell@sunderland.gov.uk">steve.kell@sunderland.gov.uk</a>
Michael Donachie	Sunderland Housing Group	<a href="mailto:michael.donachie@sunderlandhousing.co.uk">michael.donachie@sunderlandhousing.co.uk</a>
Julie Lister	Sunderland Housing Group	<a href="mailto:julie.lister@sunderlandhousing.co.uk">julie.lister@sunderlandhousing.co.uk</a>
Michael Cowie	Sunderland Housing Group	<a href="mailto:michael.cowie@sunderlandhousing.co.uk">michael.cowie@sunderlandhousing.co.uk</a>
Andrea Baldwin	Sunderland City Council - TYE	<a href="mailto:andrea.baldwin@sunderland.gov.uk">andrea.baldwin@sunderland.gov.uk</a>
Phil McAloon	Oxclose & Dist.Young Peoples Project	<a href="mailto:oxclose@oxclosedypp.wanadoo.co.uk">oxclose@oxclosedypp.wanadoo.co.uk</a>
Karen Lindsay	City of Sunderland – Safer Communities Team	<a href="mailto:karen.lindsay@suntcpt.nhs.uk">karen.lindsay@suntcpt.nhs.uk</a>
<b>APOLOGIES</b>		
Victoria Maw	1. Welcome, Introductions & Apologies for Absence	
Wendy Scott	2. Minutes/actions from previous meeting	
Alison Lonsdale	<ul style="list-style-type: none"> <li>▪</li> </ul>	
	4. New Priorities	
	5. Any Other Business	
	6. Time, date and venue of future meetings.	
<b>AGENDA</b>		

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Property Crime (Including burglary and Car Crime)	Sulgrave and Concord	Target for burglary and car crime. Also ASB activity and ASBO breach. ASBO finished in October. Still Police Team target, little feedback since last meeting. Has been staying away from Barmston. Subject to MAPVA process and Wearkids etc. Looked at on 29/12 for a burglary to a garage. Subject to curfew.	Residents	Police – Sgt Munro	On curfew, sighted but low profile. Due in court 27/03/07.  Target currently in custody, to remain on LMAPS to monitor.	1. Monitor visits to parents and share information to collate info with view to ASBI as ASBO unlikely to progress.	ALL

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<p><b>Anti-Social Behaviour</b> (Including alcohol related crime and disorder and Criminal Damage)</p>	<p>Oxclose</p>	<p>Both sons ASBO targets. X1 arrested for Criminal Damage.  Tenancy in arrears, enforcement would result in homeless minor Gathering evidence to progress ASBO.</p>	<p>Residents</p>	<p>Police SHG</p>	<p>Both arrested for Breach of the Peace and CD - appearing today. Both due in court for firework offences. Target 1 under 12 month Court Order with tag and curfew of 8pm-7am; ends 8/04/07, Supervision Order to follow.  SHG starting proceedings against the tenancy; SSD meeting 07/02 with all agencies to discuss Child Protection proceedings for 3 younger siblings who may be at risk from some of Target 2 associates.  Awaiting outcome of Child Protection meetings before progressing ASBO. Parents said to want both sons removed from the house.  To continue inter-agency working between Police; SHG; Oxclose YP Project. <b>PMcA</b> informed the group that these were names he recognised and his Team may already be working with them. SHG are to take action against parents as they are the tenants.</p>	<p>1. Update at next meeting following SSD meetings.</p> <p>Full update at next LMAPS from all agencies involved.  <b>AL</b> to contact <b>PMcA</b> to check which agencies are already working with the family.</p>	<p><b>SHG – Alison King</b></p> <p><b>Police – SHG - Alison Lonsdale (AL) Oxclose YP Proj – Phil McAloon (PMcA)</b></p>

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	Oxclose	<p>On bail for going equipped. Possibility that he is storing stolen property on premises and that he could be one of the local sneak burglars. SHG liaising with police and CID and gathering info on injunction pending the result of the investigation. SHG delaying their application for an injunction until charges are brought.</p> <p>Bailed until 31/01 on handling charges and has been quiet since court appearance. Suspect under reporting is the reason for the tail off in complaints.</p>		<p>Police – Sgt Jane Munro SHG – Julie Lister and Alison King</p>	<p>Bailed until 15/02. Police have intelligence to suggest that he is supplying drugs.</p> <p>Charged re supply of Class B drug</p>	<p>1. SHG to pursue NOSP and ASBI following charges – AK to liaise with Jane Munro for updates. 2. Monitor</p> <p>To be updated at next LMAPS</p>	<p>Police – Sgt Munro SHG – Alison King</p> <p>Police – Sgt Munro SHG – Alison Lonsdale</p>

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	<p><b>Fatfield Pastures and Play Park,</b></p>	<p>Complaints and observations of increase in Youth Disorder and older children hanging around the play park.</p>	<p>Residents</p>	<p>Police – Sgt Munro SHG – Julie Lister and Alison King</p>	<p>Police have spoken to youths and have ascertained which are from SHG and privately rented/owned houses.</p> <p>Calls seem to have lessened of late with only X2 reports since last LMAPS. Residents reported high Police presence having a positive impact.</p> <p>Phil McAloon reported that whilst its quiet at the moment he has spoken to residents and appreciates that the disorder can be problematic for residents. YP hanging around in groups of 30 – 40 drinking; using area as toilet and starting bin fires.</p> <p>He reported that his team has visited on 5 consecutive Fridays with no incidents reported.</p>	<p>See extended meeting minutes for discussion and actions on Cranberry Drive.</p> <p>To plug the gap of youth activities in the area the TYE team are working with youth projects. Andrea Baldwin from TYE is arranging a multi-agency meeting with the aim of maintaining a sustained and prolonged effect. Using diversionary activities to engage the YP.</p> <p>Will report to next LMAPS.</p>	<p><b>Sgt Munro</b></p>





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	Barmston	<p>Subject of MAPVA meetings re her children's behaviour, schooling/general lack of parenting. All agencies are involved.</p> <p>Possible upcoming problem with regard to Partners release from prison on license in December.</p> <p>Proceedings issued to demote to starter tenancy.</p> <p>Partner due for release 24.04.07, SHG and Police have concerns that an escalation of problems will ensue.</p>		<p>Police – Sgt Munro SHG – Julie Lister and Alison Lonsdale</p>	<p>No calls or complaints. Cooperating with all agencies. Tenancy demotion proceedings going ahead, no trial date as yet. Partner not due for release until January 2009.</p>	<p>1. SHG to continue with Tenancy Demotion proceedings 2. All agencies to monitor and update each other.</p> <p>1. All agencies to monitor and update each other.</p>	<p>SHG – Allison King  ALL</p> <p>ALL</p>

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	Barmston	ASB & Drugs. Son of SHG tenant. Injunction with Exclusion area granted. Has since moved to alternative accommodation with father in an area largely populated with elderly people in bungalows. Target and his father have threatened an elderly woman neighbour who thinks they are dealing drugs. SHG camera installed in rear of neighbours property. SHG offered resident a move but she refused. He is using the address when his father isn't there.	Local residents	Police – Sgt Munro SHG – Julie Lister and Alison Lonsdale	Target frequenting Hendon and girlfriend's address. Also engaged in voluntary activity Newcastle. Only reported incident was with regard to a giro which was taken against a debt; police returned it. SHG have applied to amend the ASBI and are waiting for court date. Complaints are still coming from neighbour who automatically attribute incidents to him.	1. Progress with ASBI amendment to include Barmston in the exclusion zone. 2. PSCOs to walk past no 150 and call in as confidence building measure.	SHG – Alison King Police – Sgt Munro
					NOSP served on father,	Continue with monitoring, update at next LMAPS	

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	Barmston	<p>Reports of x2 suspects going equipped. Son said to be causing a lot of trouble and getting out of control. Id'd as a target for ASB in area and there may be some under-reporting of the problem. Younger brother also said to be active.</p> <p>BC and Police conducted joint visit re his behaviour and issued a warning. Also liaising with private landlord. Number of agencies involved but the family is refusing to engage with support, including DISC.</p>	Neighbours	NRT – Barbara Cruikshank	<p>BC held meeting re ASBO on suspect. City Solicitor recommended applying for an ASBO on suspect 2.</p> <p>Paperwork pending – NRT wanted to pursue an interim ex-parte application; however, the family became aware and engaged a defence solicitor before this was implemented.</p> <p>Update from 13/02/07 City Solicitor awaiting outcome of SSD visit.</p> <p>Has had a further visit from BC and Police, although threat of ASBO appears to have reduced bad behaviour at present.</p>	<p>1. Solicitor to take advice from the police with regard to proceeding with the ASBO – liaising with Jane Munro.</p> <p>SK to liaise with BC, Jan Wilson is to be NRT contact. Minor issues to be discussed between Police &amp; SHG; Major issues to be reported back to LMAPS</p>	<p><b>Victoria Maw and Jane Munro</b></p> <p><b>NRT – Steve Kell / Barbara Cruikshank</b></p> <p><b>Police – Sgt Jane Munro</b></p>

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	<b>Blackfell</b>	Receiving death threats by text message. ASBO runs out in December, has been breached.			No further reports, still on police bail until 21/02/07; anticipating an assault charge.  CPS decision - Insufficient evidence, case dropped	1. Police to update after 2/02/07 and CPS decision.  No further action	<b>Sgt Robinson</b>  <b>Closed</b> <b>20.03.07</b>
	<b>Blackfell</b>	Minor CD in Blackfell	Residents	Police	Suspect has been named for the damage.	1. Police to monitor and update at next meeting  No further action	<b>Sgt Robinson</b>  <b>Closed</b> <b>20.03.07</b>
	<b>Usworth / Concord (general)</b>	Hotspot for CD with 3 vehicles and 5 dwellings damaged (21.12.06)  5 vehicles damaged on New Year's Eve. Suspect arrested and is on police bail.  Linked to disorder below.		Sgt Robinson	Both police teams have deployed extra high profile patrols. Police have shared list of potential ABA targets with SHG and NRT  Visit been made to the area, re walkway at Franklin Court Garages, residents in agreement to block the path. SHG identified position for lamppost camera.	1. Continue high profile patrols in the area 2. Monitor 3. SHG and NRT to follow up with ABAs.  To monitor and update and next LMAPS.	<b>Sgt Robinson</b>

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	<b>Concord Subway leading to Washington Village</b>	Gangs of young people moving through and around the subway, general ASB. Gang avoiding patrols. Police looking at lists of names with view to ABAs. Both teams conducting high visibility patrols	Residents	Police – Sgt Robinson	6 ABAs still to secure.  Visits have taken place, agreed to monitor.	1. Steve Kell and Scott Richardson to meet to progress with list of names and ABAs.  Continue with monitoring, update at next LMAPS	<b>Police – Sgt Robinson</b>
	<b>Concord area</b>	Group hiding in trees around the club and causing disorder with customers. Fence needs repairing to restrict access to the site.  Premises subject to TCG and community Police Team Scrutiny.  Established that fence does not belong to SHG and it may belong to the Council.	Residents	Police – Sgt Robinson SHG – Michael Donachie and Scott Richardson	Operation Adapt ongoing – quiet this weekend but will run again next week.  On-going operation	1. Operation Adapt to run next weekend.	<b>Police</b>
						Police to update at next LMAPS	

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	NEW 20.03.07	Concern for parents after son was arrested / remanded. Parents and their property have been targeted	Parents	Police SHG	Agencies looking to re-house family.	Update at next LMAPS meeting	Police SHG
	NEW 20.03.07 Barmston	Suspect alleged DV against partner. On-going Police investigation.	partner	Police SHG	Injunction has been acquired by the Police SHG to offer help with re-housing.	Update at next LMAPS meeting	Police SHG

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	<b>Sulgrave</b>	<u>ASBO Targets</u>	Residents	Police			
	<b>1. Female suspect 1</b>	1. Breached LA ASBO and was given custodial.			1. In court again 16.04.07 ASBO expected to be granted, pending medical treatment.	1. Long-term target. Continue to share info in support of ASBO applications.	<b>ALL</b>
	.....				<b>Nothing to report</b>		
	<b>2. Female suspect 2</b>	2. LA ASBO application unsuccessful.			2. Ex parte interim ASBO application ready for full ASBO	2. Monitor	<b>NRT – Steve Kell &amp; Police</b>
	<b>3. Male suspect 1</b>	3. On police bail for intimidation. Tagging order. Breached curfew (now 10 pm)			<b>Abusive process filed; NRG 02.04.07; ASBO to be completed by 07.07.07</b>	3. Ongoing operation, police targeting.	<b>Police</b>
	<b>4. Male suspect 2</b>	4. Considered major problem, on bail until 03/12/06. Insufficient evidence for ASBO			3. Arrested for failure to appear in response to traffic offence. Extra incidents to be added to ASBO evidence.  <b>Nothing to report</b>	4. SHG to put camera into the front of house. Police to conduct high profile patrols and give the neighbourhood extra attention.	<b>Police, Steve Kell and Scott Richardson</b>



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	5. Male suspect 3	5. On-going anti-social behaviour	Residents	NRT	BC is at court 20.03.07 applying for an interim ASBO	To report back to next LMAPS	
	Sulgrave	Alleged repeat victim and perpetrators of ASB. Family made themselves homeless recently No complaints since September, family receiving intensive support, including On Track.	Neighbours	Police, SHG	Moved. Number of calls to the police about threats made within the family with knives. Causing a lot of problems and making threats towards neighbours in Sulgrave. SHG considering FIP referral rather than enforcement.  Wendy Scott has liaised with the school and the children are truanting. Reece is on a part time timetable and is causing problems outside of school.  <b>Nothing to report</b>	1. YOS to approach school with view to extending Reece's hours.  2. Partners to consider FIP referral.	<b>Wendy Scott</b>  <b>Alison King</b>
	<b>NEW</b> Waterloo Road	Anti Social behaviour			SK visited complex with view to gathering ASBO evidence. Hearsay statements are coming in. Landlord contacted but hasn't really engaged. Questions raised over child at risk from the activities in the house. <b>Nothing to report</b>	1. Steve Kell to compile reports and update next meeting.	<b>Steve Kell</b>

Strategy Theme	Name of Perpetrator or Location of Hotspot (environment)	Description of Issue/Problem	Victim	Lead Agency (and name of practitioner)	Action Taken: Progress / Results Update	Agreed Actions for next meeting (Include Prevention, Early Intervention, Enforcement, Rehabilitation)	Lead Agency or officer for action
	<p><b>NEW</b></p> <p><b>Roche Courts nr The Galleries.</b></p>	<p>High number of complaints about youths gathering and alcohol consumption and possible drug dealing in the derelict flats nr the footbridge to The Galleries.</p>	<p>Residents.</p>	<p>Police SHG</p>	<p>SHG waiting for 1 tenant to move before they can begin demolition. Have seen gangs of 20-25 youths with drink down there who abused SHG staff when they approached.</p> <p>Also thought to be area of concern for Cllr Williams who passed on a similar complaint from a resident.</p>	<p>1. SHG to update on dates of demolition.</p> <p>1. Karen Graham to clarify exact location of Cllr Williams complaint and feedback.</p> <p>2. Police to monitor and deal with youths appropriately.</p>	<p><b>Alison King</b></p> <p><b>Karen Graham</b></p> <p><b>PC Wallace</b></p> <p><b>Closed 20.03.07</b></p> <p><b>Police – Sgt Robinson</b></p>
	<p><b>Concord Pizza shop</b></p>	<p>Youth exposed himself in Section 5 incident. Police applying for ASBO. He is also on bail for 2 assaults on Special Constables.</p>	<p>Proprietor</p>	<p>Police – Sgt Robinson</p>	<p>Received 12 month conditional discharge. On police bail until 02.04.07 pending ASBO hearing. Area still ASB hotspot with 1 arrest made for assault. Owner approached SHG with complaint about racial incidents and police have arrested a suspect.</p>	<p>1. Police to continue to progress with case.</p>	<p><b>Closed 20.03.07</b></p>
<p><b>Drugs Misuse</b></p>							<p><b>Closed 20.03.07</b></p>

Strategy Theme	Name of Perpetrator or Location of Hotspot (environment)	Description of Issue/Problem	Victim	Lead Agency (and name of practitioner)	Action Taken: Progress / Results Update	Agreed Actions for next meeting (Include Prevention, Early Intervention, Enforcement, Rehabilitation)	Lead Agency or officer for action
Domestic Violence	Harraton (DV & CD)	<p>Parent housing their daughter who is at high risk of DV from ex-partner who is thought to be circumventing his restraining order by having proxies target her. Living there since August, needs 4 bed property in the area close to her parents/support structures. Parents cars deliberately damaged on 17<sup>th</sup> November – perpetrators believed to be known to the family.</p> <p>Statements taken, CPS advised that they have enough evidence to bring charges but waiting for camera footage.</p> <p>Cars were paint stripped 09.01.07 before the camera was in place.</p> <p>No progress on properties, still a shortage of 4 bed properties.</p>	Partner	<p>Police – Sgt Munro SHG – Alison King</p>	<p>Police arrested suspect and NFA'd. Victim's father and suspect making complaints about each other.</p> <p>Suspect trying to get the restraining order revoked, court hearing on 15<sup>th</sup> Feb. Police awaiting response from family solicitor re the presentation of the case at court.</p> <p>Victim still a high DV risk. Suspect has a relative in the same street which causes difficulties around the breaches of his restraining order – CPS won't support breach application as he has a valid reason to be there.</p> <p>Bushes to be removed from around the property this week. SHG still looking for a suitable property.</p>	<p>1. SHG remove bushes around property to increase visibility with view to reducing opportunities for further CD.</p> <p>2. SHG to look at 3-4 bed properties in appropriate areas – AL to discuss with Julie Hone (SHG).</p>	SHG – Alison King
To update at next LMAPS							

Strategy Theme	Name of Perpetrator or Location of Hotspot (environment)	Description of Issue/Problem	Victim	Lead Agency (and name of practitioner)	Action Taken: Progress / Results Update	Agreed Actions for next meeting (Include Prevention, Early Intervention, Enforcement, Rehabilitation)	Lead Agency or officer for action
	Usworth	Repeat victim of DV. Perpetrator living in garage and needs re-housing urgently.		Police – Sgt Robinson	Multi agency meeting arranged to discuss the way forward.  Currently on remand.	Monitor  Continue monitoring	Police Sgt Robinson and SHG.
	Sulgrave	Hotspot for CD, repeat DV/CD victim.			Police dealing with suspect with regard to the CD arising from the DV.  Camera sited	1. Police to pursue RIPA application to monitor CD.  Continue monitoring	Sgt Ken Robinson
	Glebe	Waiting to move into supported living. Assaulted her care worker and the company have since removed their services. At the MAPVA meeting the Doctor treating her made sure that SSD funded supported care for her.			She continues to drink and when drunk becomes aggressive and violent. She receives 12hrs of care 9am to 9pm, dual diagnosis re her mental health issues and alcohol abuse.	Continue to monitor and report back at next LMAPS	Police – SHG –

Strategy Theme	Name of Perpetrator or Location of Hotspot (environment)	Description of Issue/Problem	Victim	Lead Agency (and name of practitioner)	Action Taken: Progress / Results Update	Agreed Actions for next meeting (Include Prevention, Early Intervention, Enforcement, Rehabilitation)	Lead Agency or officer for action
AOB	Out of hours coordination between NNEOs and Police	Under the Respect agenda, SHG NNEOs will be working 4 out of hour's sessions per month from April. Question Under the Respect agenda, SHG NNEOs will be working 4 out of hour's sessions per month from April.		Police and SHG	Question asked how link up with police to reduce risks to staff and increase effectiveness.  No update	1. Police and SHG to coordinate shift patterns and work out of hours shifts when Beat Managers are working. 2. Agreed to escalate and draw to the attention of the BSG as this is a citywide issue.  To update at next LMAPS	Beat Managers and SHG NNEOs.  LMAPS Chair, Insp. Rea
AOB	Use of police powers; Closure Orders and Dispersal Orders.	SHG asked whether police plan to use current powers (closure orders, dispersal orders etc)  Closure orders on properties with class A drugs?		Police and SHG	Some other Area Commands are using orders to close houses known to be dealing in drugs and causing a nuisance. Sunderland area command decision not to use them unless in extreme circumstances.  No update	1. Insp. Rea to clarify Sunderland Area Command response.  To update at next LMAPS	LMAPS Chair, Insp. Rea.

Strategy Theme	Name of Perpetrator or Location of Hotspot (environment)	Description of Issue/Problem	Victim	Lead Agency (and name of practitioner)	Action Taken: Progress / Results Update	Agreed Actions for next meeting (Include Prevention, Early Intervention, Enforcement, Rehabilitation)	Lead Agency or officer for action
<p>AOB General Info Sharing.</p>	<p><u>Update from ES on issues raised in November after Bonfire Night.</u></p> <p>Police reported that residents put out their bins on the night of November the 5<sup>th</sup> ready for collection on November the 6<sup>th</sup>. Many of these were then stolen and set on fire. Only 1 lorry was available to remove spontaneous fires.</p> <p>Key players weren't involved in the Get Wise campaign for Bonfire Night which was a marketing rather than operational initiative. ES resource levels were set according to the number of calls that had been received in the past, however, the marketing campaign raised expectations and calls beyond the resource level available to deal with it. Added to this, bonfire builders are becoming smarter and building the bonfires at the last minute when it is too late to respond.</p> <p>Lessons learned for 2007; any marketing campaigns need to be coordinated with operational agencies who will be responding – including SHG who are the 2<sup>nd</sup> largest landowner in the city. Also need to have working hours clarified as there are anecdotal reports that Council staff wouldn't clear bonfires after dark (about 1600hrs in November) for health and safety reasons. If this is the case then expectations need to be managed and alternative strategies considered.</p> <p>SR reported that SHG are working in conjunction with other partners to organise a bonfire and display for 2007. Fire Service will engage young people in collecting wood for the communal bonfire.</p> <p>TM informed the group that there are a number of themed delivery groups within the partnership, one of which is likely to be tackling this as a citywide issue.</p> <p>Action – to circulate details of these meetings and who is represented with a view to feeding into and getting feedback from and plans for Bonfire Night 2007 (NB – details of these groups will be provided by Geoff Lodge, Anti Social Behaviour Strategy Manager, when they are available along with mechanisms for feeding in issues).</p> <p>Police asked if there was anything that could be done to arrange the collection days so that November 6<sup>th</sup> wasn't a collection day, and that bins put out for this collection are targets for opportunistic theft and arson. ES responded that this wouldn't be possible but that the police and fire service could be informed in advance of any areas from which bins would be collected on November 6<sup>th</sup> to allow for them to take preventative action.</p> <p>NB in November, only 100 bins were requested as replacements for stolen/fire damaged bins which is a relatively low figure.</p> <p>Phil McAloon highlighted that youth workers are likely to know who is responsible for setting light to the bins and that any plans for youth engagement should factor the 5<sup>th</sup> November into their plans.</p> <p>Litter – ES were asked by the police for a schedule of maintenance and park cleaning etc. ES responded that as Washington is zoned from North to South for refuse collection and litter picking etc then the routine maintenance plans could be shared. SHG added that youths on their Pay Back scheme have been litter picking in Glebe.</p>						

Strategy Theme	Name of Perpetrator or Location of Hotspot (environment)	Description of Issue/Problem	Victim	Lead Agency (and name of practitioner)	Action Taken: Progress / Results Update	Agreed Actions for next meeting (Include Prevention, Early Intervention, Enforcement, Rehabilitation)	Lead Agency or officer for action
	<p><u>Length / time of meeting</u></p> <p>Sgt KR suggested a later start for future meetings, lengthy discussions took place and it was agreed by all to put the start back from 9.30am to 10.30am.</p> <p><u>Date &amp; Time of next Meeting</u></p>						

LMAPS – Washington Tuesday 24<sup>th</sup> April 2007 10.30am SHG – Washington Office Galleries

WASHINGTON AREA COMMITTEE

4<sup>th</sup> April 2007**REPORT OF THE CITY TREASURER****HOUSING and COUNCIL TAX BENEFIT PROGRESS REPORT****FOR INFORMATION****1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to inform Members of the performance of the Benefits Section in the processing of new claims in accordance with the Best Value Performance Indicator (BVPI78a) for Housing and Council Tax Benefit. This report covers the period 1<sup>st</sup> April 2006 to 31<sup>st</sup> December 2006.

**2. PERFORMANCE**

- 2.1 Our target for BVPI78a for processing new claims for 2006/2007 was set at 27 days. The attached table shows that we are processing claims within this target achieving 25.49 days city wide. We have also exceeded our local target (93%) for new claims processed within 14 days of receipt of all necessary information by achieving 96.72%.

**3. FURTHER INFORMATION**

- 3.1 Members were previously informed of our free Benefits Hotline which was set up in March 2006 costing nothing for customers to ring the Council's Contact Centre to find out if there are certain benefits they might be missing out on. This facility is part of our ongoing drive to encourage take up.

Since March 2006 we have accepted over 600 enquiries which have led to 180 successful claims, paying an extra £3,500 a week Housing and Council Tax Benefit.

We want customers to continue to use this freephone service and work is underway to launch a new take up campaign – still promoting the freephone number. This campaign will be launched in March across the city and will also form part of the Council Tax booklet issued to residents with Council Tax bills in March 2007.

- 3.2 Progress with the Benefits BVPI customer survey (BVPI80) has continued. The survey (which covers two different times of the year) measures satisfaction levels regarding the provision of our service. The survey covers topics such as access to the service, speed of service, forms and letters and attitude of staff. The questionnaires for the second period were issued on the 5<sup>th</sup> January 2007.

At the end of March the results from both periods are then combined to calculate our overall performance to report to the DWP. Analysis is then undertaken to evaluate our service and formulate plans for improvement.



- 3.3 Members were previously informed of our plans to implement a new Benefits computer system which in time will improve service delivery. We are pleased to report that this went live on the 15<sup>th</sup> January 2007 and the migration of data was successfully achieved.

Our computer “downtime” was exactly 4 weeks as planned and the measures that were put in place to sustain business as usual during this period worked well. The work that we were unable to process during “downtime” is now being addressed and, as arranged, we have agency staff working on this so that it is cleared without undue delay.

Two large payment runs have been performed on the new system and these have both been successful.

Since “go-live” some issues have emerged: some have been overcome and some are being worked on by the software supplier. We must not lose sight of the fact that the system has only been live for a few weeks and other obstacles will emerge over the next few weeks and months.

#### **4. RECOMMENDATION**

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

#### **5. BACKGROUND PAPERS**

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

**Housing and Council Tax Benefit performance - Citywide**

	<b>Performance 1st April 2006 to 31st December 2006</b>	<b>Targets 2006/2007</b>
Average time taken to process a new claim from date of claim (BVPI78a)	25.49 days	27 days
Percentage of new claims processed within 14 days from receipt of all information (Local PI)	96.72%	93%

**REPORT OF THE DIRECTOR OF COMMUNITY AND CULTURAL SERVICES**

**REPORT FOR WASHINGTON AREA COMMITTEE**

**4 APRIL 2007**

**LIBRARY MANAGEMENT SYSTEM MIGRATION PROJECT**

**1.0 PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to update Members on the Library Management System Migration Project and associated developments.

**2.0 BACKGROUND**

- 2.1 The previous Library Management System was a bespoke mainframe system which had been developed over 25 years by the City Council's ICT Unit. It was an integrated system including circulation (the management of loans to borrowers), acquisitions (management of the purchase of stock items), cataloguing (enabling the search and retrieval of items) and reservations (enabling the supply of requested items to the public). It had been in operation at 9 of the 20 static service points with an offline circulation solution available on 2 mobile libraries.
- 2.2 Over a period of years it had become increasingly clear that the existing system had become inadequate to meet the needs of the e-government agenda and to deliver library services applicable to the twenty-first century.
- 2.3 The main concerns being the need to extend the system to all service points, to meet ODPM e-government guidelines, to support the delivery of DCMS Public Library Standards and to fully address the requirements of local, regional and national ambitions for the public library service and the modernisation agenda.
- 2.4 The project was highlighted as a priority by the Community and Cultural Services Directorate and £400,000 was earmarked from Community and Cultural Services delegated surpluses. The capital expenditure covered the purchase of hardware and software, installation costs and updating power, data and desking in libraries.
- 2.5 Following a European Tender Process the contract for the replacement Library Management System was awarded to SIRSIDYNIX in August 2005.

**3.0 LIBRARY IMPLEMENTATION**

- 3.1 Following an intense period of specification, configuration, testing and training the system was launched to the public in 11 service points on 14 February 2006. These libraries were City Library & Arts Centre, Doxford Park, Fulwell, Hetton Centre, Houghton, Kayll Road, Sandhill Centre, Washington Millennium Centre, Washington Town Centre and 2 mobile libraries.
- 3.2 The system was implemented at Bunny Hill Library on its opening on 12 June 2006.
- 3.3 Following a period of migration activities including issuing new computer tickets to borrowers, the checking of stock and staff training the system was implemented at

the following libraries in August to September 2006:- Easington Lane, East Herrington, Fence Houses, Hendon, Monkwearmouth, Ryhope, Silksworth, Southwick and Washington Green.

- 3.4 The system was implemented at Shiney Row in November as the service reopened to the public following the Customer Service Centre refurbishment.

#### **4.0 FURTHER IMPLEMENTATION**

- 4.1 The library service is now undertaking a period of consolidation maximising the new opportunities offered by the system to improve public services and the efficiency and effectiveness of the service.

- 4.2 A number of further improvements are now being implemented and planned including:-

- 4.2.1 The implementation of 'online' access to the Library Management System on the two mobile libraries through the use of 3G Technology, giving for the first time the Mobile Libraries Users and staff full access to the system as utilised at static libraries.

- 4.2.2 The purchase of 'Directors Station', the Unicorn Management Information module, which will improve the management, monitoring and production of statistical data to support the delivery of the service and evaluation of performance indicators.

- 4.2.3 The testing of a new Inter-Library Loan module to improve the efficiency of this service.

- 4.2.4 The investigation of an additional module to enable Automated Telephone Renewals and the usage of SMS Text Messaging to communicate with library users.

- 4.2.5 The investigation of an additional heritage module to integrate the delivery of heritage information such as photographs, posters and prints to the public via the libraries OPAC (Open Public Access Catalogue).

#### **5.0 ONLINE PUBLIC SERVICES**

- 5.1 Library members and non-members can view the online library catalogue from any computer with access to the worldwide web ([www.sunderland.gov.uk/libraries/opac](http://www.sunderland.gov.uk/libraries/opac)). The catalogue enables users to search for items held in any public library in Sunderland, see the selection of music and film available, search for books by a selection of criteria and see what the book jacket looks like.

- 5.2 Sunderland public library members can also access further information using their current library card – all they need to do is visit their local library to receive their personal identification number. Sunderland's new online library catalogue enables current library users to re-issue their books from any personal computer; gain access to details of what they have on loan and place holds or requests on books.

## **6.0 LIBRARY SERVICE DELIVERY**

- 6.1 The new system and online services have enhanced library service delivery and led directly to improvements in Public Library Service Standards (PLSS) and Culture Performance Indicators.
- 6.2 The Library Service now meets ODPM e-government outcomes in priority area 7: Libraries, Sports and Leisure through the provision of 'renewal and reservation of library books and catalogue search facilities'.
- 6.3 The Library Service now meets PLSS 4 (Culture PI C3b) – Total number of electronic workstations with access to the Internet and the libraries catalogue available to users per 10,000 population.
- 6.4 The developments have supported improvements in PLSS 5 (Culture PI C11a) – Requests met within 7, 15 and 30 days.
- 6.5 The developments are supporting the delivery of library services through the enhanced circulation and promotion of stock.
- 6.6 The new system is enabling greater detailed mapping and monitoring of service delivery, providing management information which is being used to inform the future development of the service.

## **7.0 RECOMMENDATIONS**

- 7.1 Members are recommended to note the contents of the report.

## **8.0 BACKGROUND PAPERS**

- 8.1 There were no background papers relied upon to compile this report.

## **ABBREVIATIONS**

<b>Culture PI</b>	Culture Performance Indicator
<b>DCMS</b>	Department for Culture, Media and Sport
<b>ODPM</b>	Office of the Deputy Prime Minister
<b>PLSS</b>	Public Library Service Standard

## REPORT OF DIRECTOR OF COMMUNITY AND CULTURAL SERVICES

### REPORT FOR WASHINGTON AREA COMMITTEE

4 APRIL 2007

### READER DEVELOPMENT STRATEGY AND ACTIVITIES

#### 1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Members on the progress of the Reader Development Strategy and reader development activities that have taken place in libraries up to December 2006.

#### 2.0 BACKGROUND OF READER DEVELOPMENT

- 2.1 Reader Development is defined as  
***'the active intervention to open up reading choices, increase readers' enjoyment and offer opportunities for people to share their reading experiences'***
- 2.2 The Reader Development Strategy which is based upon this definition was devised in September 2004 and operates as a working document over a two and a half year period until March 2007.
- 2.3 The Strategy was designed to impact upon services offered by Sunderland Public Libraries linking into the strategic aims and objectives of the City Council.
- 2.4 The Strategy aims to achieve a number of objectives which are to:
- Widen participation
  - Open up reading choices
  - Increase people's confidence and enjoyment of reading
  - Offer opportunities for people to share their reading experiences
  - Raise the status of reading as a creative activity
- 2.5 To achieve the objectives of the Strategy, Sunderland Public Libraries needed to work in partnership with other services and key partners at a Local, Regional and National level.

#### 3.0 THE READER DEVELOPMENT STRATEGY 2007 – 2009

- 3.1 The Reader Development Strategy 2007 – 2009 is currently in the process of being updated and will be in place by April 2007.

## 4.0 READER DEVELOPMENT ACTIVITIES

4.1 The Reader Development Strategy 2004 – 2006 states that a series of activities and events will be arranged linking into local, regional and national initiatives.

4.2 Objective 4 of the Strategy is

### **‘To Offer Opportunities for People to share their Reading Experiences’**

This includes a rolling programme of author visits with the target of four authors visiting Sunderland over the year. In response to this the following programme has been offered to people in the City.

4.2.1 Jane Rogers (Promised Lands)  
The author Jane Rogers visited the City Library and Arts Centre in April 2006. Jane who is also a script writer discussed her books and script writing with an audience of fifteen local people.

4.2.2 Sheila Quigley (Run for Home, Bad Moon Rising)  
Local author Sheila Quigley has visited a number of libraries over the last year. Sheila attended the opening of the Bunny Hill Customer Service Centre; has been involved in author sessions at Houghton Library including attending the Visually Impaired Reading Group and a Murder Walk session as part of Houghton Feast Literature Festival; ran an author session at Washington Town Centre Library and visited Blaydon Library with Houghton Visually Impaired Readers Group as part of a Visually Impaired Regional Reading Group celebration event.

4.2.3 Jonathan Tulloch (Season Ticket, which was adapted into the feature film Purely Belter)  
Houghton-le-Spring born Jonathan hosted an author session as part of the Houghton Feast Literature Festival celebrations. The audience was made up of pupils from Houghton Kepier School, members of Houghton Library’s Creative Writing Group and members of the general public – 30 young people and adults attended the session.

4.2.4 Meg Hutchinson (Child of Sin, A Love Forbidden)  
Meg hosted an author event at Washington Town Centre Library in August 2006 – 32 adults attended the session.

4.2.5 Marion Husband (Say that you Love me)  
Marion hosted an author event at Washington Town Centre Library in September 2006 – 21 adults attended the session.

4.3 In addition to the target of an author rolling programme Objective 4 also includes the target to develop a diverse programme of reader development activity and events across the City for adults and children. The programme includes a series of one off sessions and continuing

annual programme. Below are a number of examples of this type of activity.

#### 4.3.1 Reading Groups

A series of adult reading groups meet across the City on a monthly basis. Groups run at the City Library and Arts Centre (four groups meet in total), Houghton Library (Visually Impaired Readers Group), Washington Green Library and Washington Town Centre Library (two groups meet in total, this includes a Poetry reading group).

A Family reading group meets on a monthly basis in the City Library and Arts Centre.

Children's reading groups also operate across the City in a number of Libraries including Bunny Hill Library, Doxford Park Library, Fulwell Library, Houghton Library, Hetton Library, Sandhill Centre Library and Washington Town Centre Library.

#### 4.3.2 Creative Writing Groups

A series of adult creative writing groups meet across the City on a weekly basis. Groups run at the City Library and Arts Centre, Houghton Library, Washington Millennium Centre Library and Washington Town Centre Library.

#### 4.3.3 Storytelling Sessions

An adult storytelling session was arranged at Washington Town Centre Library in August 2006. Chris Connaughton, Storyteller and Actor, entertained an audience of 24. Children and family storytelling sessions are arranged on a weekly basis in all libraries.

#### 4.3.4 National Initiatives

Sunderland Libraries are also involved in a number of National initiatives. These include World Book Day, National Sure Start Month, National Bookstart Day, Black History Month, National Children's Book Week, National Poetry Day and Love Libraries National Campaign. Various activities happen in all libraries; for example storytelling sessions, school class visits and poetry sessions.

The National Summer Reading Scheme operates through the six week school summer holidays and is designed to encourage children to continue reading. Sunderland Public Libraries operated the scheme over the summer and over 900 local children joined.

#### 4.3.5 Regional Initiatives

Sunderland Libraries also work in partnership with regional organisations including the regions 12 library authorities to develop new initiatives (called Reading North). The regional Poetry Project which has developed poetry reading groups across the region and is funded through the Reading North Project, has arranged sessions with local poets. In Sunderland a poetry group was developed at the



Connect Project based at Washington Millennium Centre. The group consisted of 16 -19 year old disengaged youths and three poets visited the group to discuss their work. The project proved very popular and the youth workers have included poetry as part of the Connect workshops.

The Northern Children's Book Festival (NCBF) is Europe's largest free book festival. The festival runs over a two week period each November with the celebrations coming to an end in spectacular fashion with a Gala Day being held in one of the twelve library authorities in the region. The Gala Day is a fun filled day where children and their families can meet authors, attend arts and crafts sessions, buy books and attend storytelling sessions.

Sunderland will be hosting the Gala Day on 17 November 2007 at Crowtree Leisure Centre.

#### 4.3.6 Local Initiatives

A full summer holiday programme is devised to run over the six week school holidays to encourage children and their parents to visit the library. The programme involves professional artists working in all libraries across the City to enhance the National Summer Reading Scheme.

Houghton Feast celebrations take place every October. A Literature Festival is developed to coincide with the Feast celebrations. Authors, storytelling and poetry sessions are arranged to encourage the local community to engage with reading and literature events.

## 5.0 EVALUATION

5.1 Sunderland Libraries, as part of its commitment to continuous improvement of reader development activities and programmes, ensure the impact of such work can be assessed.

5.2 The Reader Development Strategy and activities show real evidence of the value and impact public library services have on people and their communities. They directly link into two of the seven shared priorities agreed by Government and the Local Government Association.

- Raising standards across schools
- Improving the quality of life of children, young people, families at risk and older people.

The impact measures for the Summer Reading Challenge link directly to 'raising standards across our schools' and the measure is 4-12 year olds accessing the scheme and in particular boys. In 2005-06, 729 4-12 year olds joined the Reading challenge and 263 of those were boys.

- 5.3 Annual Library Plan targets and Local targets for Reader Development have been exceeded. 296 events / activities were attended by 4,015 local people during the period April 2006 to December 2006.
- 5.4 Local targets are for one adult reader development activity to be delivered in an ethnic minority community and promote one children's reader development activity within the library service delivery framework per annum. In the last year we have exceed this target by promoting three activities within each target.
- 5.5 Quantitative methods of evaluation are used to measure audience figures. These types of measurements are extremely important when demonstrating greater access to activities and events. Of equal importance, but harder to measure, is the qualitative evaluation of reader development work. Questionnaires and event evaluation forms are used to measure individual responses from the local community attending events which are used in planning future activities.

## **6.0 RECOMMENDATIONS**

- 6.1 Members are asked to note the contents of this report.

## **7.0 BACKGROUND PAPERS**

- 7.1 Reader Development Strategy.

**REPORT OF THE DIRECTOR OF COMMUNITY AND CULTURAL SERVICES**

**NORTHERN CHILDREN'S BOOK FESTIVAL**

**1.0 PURPOSE OF THE REPORT**

1.1 The purpose of this report is to update Members on the Northern Children's Book Festival Gala Day to be held on Saturday 17 November 2007 at Crowtree Leisure Centre.

**2.0 BACKGROUND**

2.1 The Northern Children's Book Festival is an annual regional event held each November over two weeks to promote the love of reading and books to children as well as parents/carers and teachers who also gain new knowledge and enthusiasm.

2.2 Each year the Festival brings to the area over 40 children's authors, poets and illustrators to talk to children in schools and libraries. Organised by the library services of 11 out of the 12 North East Local Authorities the Festival culminates in a free entry Gala Day which is held in a different authority each year.

2.3 Sunderland last hosted the Gala Day at the Seaburn Centre in 1996.

**3.0 GALA DAY 2007**

3.1 The Gala Day will be held on Saturday 17 November 2007 at Crowtree Leisure Centre from 10.00 am – 4.00 pm.

3.2 Between 8 to 10 well known children's authors, poets and illustrators will talk to groups of children and parents about their work, do readings, draw characters, perform poems and answer any questions. They will then sign books in the large bookshop. Tickets, bookable in advance, are required for these sessions only.

3.3 Stalls will be provided by each of the 11 Local Authorities with lots of crafts, quizzes, treasure hunts and book related activities for children of all ages.

3.4 Activities and displays will be provided by other organisations connected to children's reading e.g. Seven Stories – Centre for Children's Books, Bookstart.

3.5 Leaflets and posters will be distributed to all the local authorities throughout the region. All primary school pupils in Sunderland will receive a leaflet via their school. Booking for author sessions will open mid October and be handled by the Schools Library Service based at the Sandhill Centre.

3.6 Northern Children's Book Festival will fund all the authors and publicity leaflets and posters. The publishers will pay for the author travelling expenses and any overnight accommodation required. Community and Cultural Services will provide the venue and staff to organise the event with input from the Northern Children's Book Festival committee. Sunderland staff will also participate on the day alongside colleagues from the other local authorities.

#### **4.0 CONCLUSIONS**

4.1 The Northern Children's Book Festival is recognised as one of the pre-eminent events in the children's book calendar and is given as an example of best practice. It will increase the profile of children's reading in the city and the region.

4.2 Sunderland families will benefit from the chance to meet well known authors, poets and illustrators at a free event in their city.

4.3 There is an opportunity to raise the profile of the city to visitors who have not been before.

4.4 The event will demonstrate co-operative working across the region as well as between directorates within the City (Community and Cultural Services and Children's Services).

#### **5.0 RECOMMENDATIONS**

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

#### **6.0 BACKGROUND PAPERS**

6.1 There were no background papers relied upon to complete this report.

**Item No.10**

**WASHINGTON AREA COMMITTEE**

4<sup>th</sup> April 2007

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

**Report of the Director of Development and Regeneration**

**1.0 Purpose Of The Report**

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

**2.0 Background**

2.1 Each Regeneration Framework area has been allocated a minimum of £200,000 per annum over the last eleven years, from the Strategic Initiatives Budget, to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area. Over this period, therefore, the Framework area has been allocated £2,124,922 in this way.

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

**3.0 Purpose of the Feedback Reports**

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

- How has the money has been used? How much was capital and revenue?
- What were the outcomes of the project? How has it helped to achieve the objectives identified in the original submission? Are there any statistics that will support the outcomes?
- What other funding the SIB allocation helped to attract?
- What are the key lessons learnt? What difference has the project made in comparison to other areas that did not have such funding? What added

value did the project provide? Are there implications for existing service provision?

- Does the project need to continue? Has it come to its natural end? If not, how will it be funded? Has it been considered for mainstream funding? Have other funding sources been approached?

3.2 Once the presentation has been completed, Elected Members will be invited to ask any questions or offer comments concerning the project.

#### **4.0 Feedback to this Committee**

4.1 At this Committee meeting, the following feedback reports will be presented:

- Washington Football Club Fence Extensions

4.2 Extracts from the original applications are attached as Annex 1. Update reports are included as Annex 2. The schedule for Feedback Reports (normally Annex 3) will be circulated to a future meeting.

#### **5.0 Recommendations**

5.1 That this report be noted.

#### **Background Papers**

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

Regeneration Framework File, Washington

**Feedback - Original Application**

<b>PROJECT TITLE: Washington Football Club – Fence Extension Plan</b>													
<b>SIB Requested: £12,200</b>													
<b>Section 1: Application Requirements</b>													
<p><b>1.1:</b> Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines</p> <p><b>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected. Dates and Venues of future meetings are provided as supporting information.</b></p>													
<p><b>1.2 Which Area Regeneration Framework(s) does the project cover? (please tick)</b></p> <table> <tr> <td>Coalfield</td> <td><input type="checkbox"/></td> <td>East</td> <td><input type="checkbox"/></td> <td>North</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Washington</td> <td><input checked="" type="checkbox"/></td> <td>West</td> <td><input type="checkbox"/></td> <td>South</td> <td><input type="checkbox"/></td> </tr> </table>		Coalfield	<input type="checkbox"/>	East	<input type="checkbox"/>	North	<input type="checkbox"/>	Washington	<input checked="" type="checkbox"/>	West	<input type="checkbox"/>	South	<input type="checkbox"/>
Coalfield	<input type="checkbox"/>	East	<input type="checkbox"/>	North	<input type="checkbox"/>								
Washington	<input checked="" type="checkbox"/>	West	<input type="checkbox"/>	South	<input type="checkbox"/>								
<b>Section 2: Sponsor Details</b>													
<b>2.1 Name of Lead Organisation / Group:</b> Washington Football Club													
<b>2.2 Address of Lead Organisation / Group:</b> Albany Park, Spout Lane, Concord, Washington, Tyne & Wear NE37 2AB													
<b>2.3 Contact Name for Project:</b> Derek Armstrong	<b>2.4 Position in Organisation:</b> Chairman												
<b>2.9 Legal Status of Organisation:</b> FA Charter Standard Football Club	<b>2.10 Registered Charity Number:</b> N/A												

<b>Section 3 : Project Details</b>	
<b>3.1 Project Title:</b> (Please re-state title as per front sheet) Fence Extension Plan	
<b>3.2 Project Start Date:</b> 1 August 2006	<b>3.3 Project End Date:</b> 1 September 2006
<b>3.4 Please describe the project:</b> To install 2 metre high protective fencing around an area of land at our ground to enable our existing 6 junior teams to play matches and receive coaching sessions, and also help the club expand the Junior (Boys & Girls) Section. The land is part of club property but is not currently enclosed. The land has a grass surface, which is ideal for football but, as it is open, is covered in dog excrement and some debris. It is not safe or healthy to allow children to use this area at present. We have long wanted to make the children of our club feel part of the set-up but have never had changing facilities or safe playing area to make this possible. We have separately been working at setting up independent changing facilities on our ground, away from the licensed clubhouse which houses the changing facilities for the senior Northern League team. We are close to completing the new changing facilities and hope to have an enclosed junior playing area.	
<b>3.5 What service does the organisation currently provide and how will this be complemented by the project?</b> Washington Football Club has been in existence since 1947, having been formed by the mechanics of the 'F Pit' in Washington. We currently have a senior team playing in the Arngrove Northern League, six junior teams from under 8 to under 17, and provide a match day home for Sunderland Ladies in the Womens FA Premiership. This project will enable us to provide a safe and secure area for children to play football and to receive coaching. A most important element will be to make the children feel part of the club at an early age, allowing us to provide a structure, which supplements their school activities.	
<b>3.6 What additional activity will SIB funding allow to happen?</b> (Please tick the appropriate statement) a) A project will go ahead which otherwise would not happen at all [ <input checked="" type="checkbox"/> ] b) A project will be provided to a higher quality / on a greater scale [ <input type="checkbox"/> ] c) The funding will accelerate the implementation of the project by 12+ months [ <input type="checkbox"/> ] d) A gap in funding will be filled pending other funding being secured [ <input type="checkbox"/> ] e) Other reason [ <input type="checkbox"/> ] <b>Please explain your answer:</b> We have no other funding for this project	
<b>3.7 How will you publicise that you have received support from SIB?</b> (Please refer to Section 3 of the guidance notes) Full cooperation with the SIB Marketing and Communications Team, Articles in the Local Press, Billboards on the Fencing provided, An ongoing acknowledgement in the senior team match day programme, articles in the Arngrove Northern League magazine.	
<b>3.8 Has there been any consultations concerning the need for this project?</b>	



<p><b>Yes</b>  <i>If 'Yes' please provide details:</i>  The subject has been discussed at the regular joint Committee meetings held between the senior and junior team officials and team management.</p>
<p><b>3.9 Is there any documentary evidence available to support the need for this project?</b>  <b>Yes</b>  <i>If 'Yes' please provide details:</i>  Committee Meeting minutes.</p>
<p><b>3.10 Who will benefit from the services provided by the project?</b>  All children, parents and organisers associated with the club. The club provides football services for all areas of the Washington Communities. We have children involved from villages throughout Washington.</p>
<p><b>3.11 Will there be any implications for Council Services arising from this project?</b>  <b>Yes</b>  <i>If 'Yes' please provide details:</i>  As the area concerned is outside the current club fencing, grass cutting is carried out by council cutting staff and machinery. In the future, grass cutting would be carried out by resources from within the club.</p>
<p><b>3.12 Does this project require the support or sponsorship of a City of Sunderland Council Directorate?</b>  <b>No</b>  <b>If 'Yes' please provide details:</b></p>
<p><b>3.13 Are any legal and other approvals required?</b>  <b>No</b>  <b>If 'Yes' provide details of type of approval, date secured, or date expected to be secured:</b></p>
<p><b>Section 5: Relationship of Project to the Area Framework(s)</b></p>
<p><b>5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:</b>  <b><i>Improving Health and Social Care</i></b> - the project will help in addressing the health needs of young people.  <b><i>Inclusive communities</i></b> – the project will expand volunteering opportunities and encourage young persons ownership and responsibility, bring together differing age groups and help develop greater opportunities for local children.  <b><i>Fear of crime</i></b> – this project will further develop out of hours diversionary activities and engage hard to reach young people.</p>
<p><b>5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).</b>  Development of girls football, increase in junior teams, better progression routes, development of mini soccer.</p>

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

N/a

**Section 7: Financial Information**

**7.1 How much SIB funding is requested?**

£12,200

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

Capital  Revenue  Both

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

No funding has been requested from other sources for this project, although £500 has been granted towards provision of Changing Facilities from the City of Sunderland Community Chest.

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

No other funding has been considered.

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

If funding is not granted the project will not proceed.

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

The SIB expenditure would provide the total cost of this project.

**7.7 Provide a profile of projected costs:**

Funding Source	2006/07	2007/08	2008/09	Total Cost
<b>SIB:</b>				
Coalfield				
East				
North				
South				
West				
Washington	£12,200			
<b>Other Sources:</b>				
<b>Total Cost:</b>	£12,200			

**Section 9: Declaration**

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

**Name:** Derek Armstrong

**Position in Organisation:** Chairman

**Date:** 25 May 2006

## **Washington Area Committee – SIB Washington Football Club**

The following is a report on the £12,200 SIB grant awarded to Washington Football Club to install perimeter fencing around an area of ground at Albany Park, Concord, Washington.

### **How the money has been spent –**

In August 2006 a local firm (Wearside Fencing) were employed to construct a 182 metre long, 2.6-metre high fence around the designated area of land at our football ground at Albany Park, Concord. The work was satisfactorily completed over a two week period. An invoice for payment was sent to the Council and payment has been made directly to the company. A clean up of the area was carried out and since then the land has been used as a training/coaching area for our junior sides.

### **Outcome of the Project**

Since August 2006 all of our junior teams have used the enclosed area for training and coaching. The teams have been given specific evening time slots and the area is used every day of the week. During school holidays we have been able to hold week-long coaching courses on the area. These courses have been conducted by a player from our senior squad, who holds the required FA Coaching Qualifications, and have been very successful. We have also been pleased that the young players now feel closer to the club and we are planning to build on this by holding a combined medal presentation/fun day on the area for all the junior teams, after the current football season. We have yet to increase the number of junior teams we have linked to the club (*see Key Lessons*).

### **Key Lessons and Issues**

As the area has been used continuously since August 2006, throughout the winter months, it has become clear that the grass surface cannot sustain the amount of use required. There have been occasions when the area has resembled a mud bath. Although the kids love it – full length diving goal celebrations!!! – kit washing, and of course the risk of injury is a real issue. We cannot increase the number of junior sides we have until we are sure we can give them equal use of facilities. We are beginning to look at options for installation of a 3<sup>rd</sup> generation synthetic surface for the area.

### **Other Funding**

Installation of the fencing was totally funded by the SIB grant. We will however be looking at funding issues for improving facilities on the training/coaching area e.g. installation of a 3G pitch.

**WASHINGTON AREA COMMITTEE MEETING**  
**4<sup>th</sup> April 2007**

**EXECUTIVE SUMMARY SHEET – PART I**

**Title of Report:**

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

**Author(s):**

DIRECTOR OF DEVELOPMENT AND REGENERATION

**Purpose of Report:**

This report requests Area Committee consideration of proposals for the allocation of Strategic Initiatives Budget (SIB) to support a variety of new initiatives that will benefit the area.

**Description of Decision:**

The Committee is requested to:

1. Approve funding to support proposals for new projects.
  - £33,673 from the 2007/2008 budget for Washington Mind Community Project
  - £35,000 from the 2007/2008 budget for the development of a Fully inclusive Multifunctional Fitness Gym at Oxclose School
2. Formally endorse the approval of projects previously considered, subject to budget approval, from the 2007/8 budget, as included in Annex 2.
3. Extend funding for the Washington MIND project and vire funding for Bowes Railway project as detailed in Annex 3.

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

**If not, Council approval is required to change the Budget/Policy Framework**

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

Each Regeneration Framework area has been allocated a minimum of £200,000 per annum over the last ten years from the Strategic Initiatives Budget to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area.

**Alternative options to be considered and recommended to be rejected:**

None

**Is this a “Key Decision” as defined in the Constitution?**

No

**Relevant Review Committee:**

**Regeneration Review Committee**

**Is it included in the Forward Plan?**

No

## **WASHINGTON AREA COMMITTEE**

**4<sup>th</sup> April 2007**

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

#### **Report of the Director of Development and Regeneration**

##### **1.0 Purpose Of The Report**

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

##### **2.0 Description of Decision (Recommendation)**

2.1 The Committee is requested to:

- Approve funding to support proposals for new projects. Full applications are included in Annex 1.
- Formally endorse the approval of one project previously considered, subject to budget approval, from the 2007/8 budget, as included in Annex 2.
- Extend funding for the Washington MIND project and vire funding for Bowes Railway project as detailed in Annex 3.

##### **3.0 Background**

3.1 Each Regeneration Framework area has been allocated a minimum budget of £200,000 per annum over the last ten years. Over this period, therefore, the Framework area has been allocated £2,324,922 in this way.

3.2 Annex 4 gives a full breakdown of individual projects since 2004/5

##### **4.0 Current Position**

4.1 At the last Committee meeting on 7<sup>th</sup> February, it was reported that £166,060 was committed from the 2006/7 and that £17,157 from the 2007/08 budget, subject to budget approval.

4.2 Applications requesting £98,823 from the 2006/07 budget were approved at that meeting. This means that the 2006/7 budget was fully committed and £17,157 was committed from the 2007/8 budget (subject to approval).

4.3 In the interim period, £2,000 was returned to the budget from the School Battle of the Bands project. This leaves the 2007/8 budget standing at £264,461.

- 4.4 Should the committee approve funding for the projects detailed in Annex 1 and formally endorse the project included in Annex 2, £85,830 will have been allocated from the 2007/8 budget, leaving £178,631 for allocation.

## **5.0 Reasons for the Decision**

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

## **6.0 Alternative Options**

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

## **7.0 Relevant Consultations**

### **7.1 Financial Implications**

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

### **7.2 Implications for Other Services**

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

### **7.3 The Public**

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

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

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

## 7.5 Public Relations and Publicity

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

## 8.0 List of Appendices

- 8.1 Annex 1. Summary of projects previously considered, subject to budget approval, from the 2007/8 budget.
- 8.2 Annex 2. Request for funding extension – Washington MIND
- 8.3 Annex 3. Summary of SIB allocations
- 8.3 Annex 3. SIB Criteria and guidelines

## 9.0 Background Papers

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

**WASHINGTON AREA COMMITTEE**  
**4<sup>th</sup> April 2007**

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

**1. Washington Mind Community Project**

<b>Project Title:</b>
Washington Mind Community Project
<b>SIB Requested:</b>
£33673

**Section 1: Application Requirements**

<b>1.1</b>
<p>Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.</p> <p><b>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.</b></p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
<b>1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)</b>
Coalfield [ ] East [ ] North [ ] Washington [ <input checked="" type="checkbox"/> ] West [ ] South [ ]

**Section 2: Sponsor Details**

<b>2.1 Name of Lead Organisation / Group:</b>
Washington Mind
<b>2.2 Address of Lead Organisation / Group:</b>
<p>'The Woodlands', Oxclose Road, Washington. NE38 7NL          Moving as of April 2007 to: Washington Mind, Village Lane, Washington Village, NE38 7HS.</p>



<b>2.3 Contact Name for Project:</b>		<b>2.4 Position in Organisation:</b>	
Jacqui Reeves		Services Manager	
<b>2.5 Tel. Number:</b>	<b>2.6 Fax Number:</b>	<b>2.7 E-mail Address:</b>	
0191 4178043	0191 4178043	mind@washingtonmind.fsnet.co.uk	
<b>2.8 Day to Day Contact Name / Details:</b> (if different to 2.3 above)			
As 2.3			
<b>2.9 Legal Status of Organisation:</b>		<b>2.10 Registered Charity Number</b> (if applicable):	
Registered Charity		515037	
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>			
Yes			
<b>2.12 Has the organisation received SIB support previously?</b>			
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
<b>If 'Yes' please provide details:</b>			
£30,000 – Washington Mental Health Drop-In Facility			
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>			
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>If 'Yes' please provide details:</b>			

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
Washington Mind Community Project	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
April 2007	March 2008
<b>3.4 Please Describe the project:</b>	
<p>Up until the end of March 2007 Washington Mind's Advocacy project delivered advocacy to people accessing secondary mental health services at Cherry Knowle Hospital. The service was well established in the community it serves with an in depth knowledge of people, services and the area.</p> <p>As of April 2007, this service will now be provided by another service provider, however over the ten year period, Washington Mind have identified gaps in service provision; namely that access to non-medical treatments such as counselling and advocacy are not available for people experiencing mental ill health who are not already accessing mainstream services – the most vulnerable people.</p> <p>There are also enormous unmet mental health needs of young people and families, which can lead to an immense amount of distress and suffering – young people make up 25% of the population of Washington. Research indicates that mental health problems in young people have been found to be a clear predictor of problems in adulthood. Intervening early could prevent or reduce these effects, thereby reducing the costs to society of a lifetime of mental illness and the associated problems. Washington Mind would offer a range of services, resources and facilities for young people aged 16 to 25</p>	

vulnerable through their experience of mental and emotional distress  
 Suicide is now the second most common cause of death amongst young people and for young males it has doubled in the past 20 years. It is estimated that at least 10% of young people suffer from mental health problems requiring specialist facilities but only 1- 1.5% of young people are being referred to such services. This is partly due to services not being available and the stigma attached to mental health services. The YPP will offer a much needed alternative mental health provision for young people, families and professionals

This project aims to build on the model and expertise built up over the past ten years to offer new services that are easy to access, based in the local community and committed to protecting the rights of individuals who are at times unable to speak for themselves.

This will be achieved by developing a community primary care advocacy and counselling service, addressing the gaps in service provision for those experiencing emotional distress and mental ill health enabling people's optimum emotional health can be achieved. The service will be based in our own independent, non-stigmatising venue in Washington and we will ensure easy access through an open referral system enabling service users to refer themselves.

To increase the services capacity we will extend the volunteer programme, recruiting counselling, advocacy and mental health support workers to provide these services for the people of Washington – where statistics highlighted in the Sunderland Echo this month show that the most anti depressants were prescribed in the Washington area itself. Research indicates that therapy is as effective as drugs in the short term and that both are better than no treatment. In the longer term therapy has more longer lasting effects than medication.

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

Washington Mind exists to enhance the quality of life for people experiencing mental ill health by working in partnership with them in creative and innovative ways'

The stigma surrounding a mental health diagnosis continues, social exclusion for those affected by it and people still have difficulty in accessing appropriate services when they need them. There is a prevalence in drug – orientated medical treatments, and a lack of alternative treatments and access to talking therapies. Washington Mind offers information, advice support and activities in a community resource to respond to the needs of local people. We strive to ensure that the services are provided in a way that makes people feel comfortable and accepted in a non-judgemental and supportive environment. We aim to provide an enabling and therapeutic environment in which people are listened to, heard and valued, offering both individual and group support to people and opportunities for personal growth and re-establishment in the community, with the aim of preventing hospital admissions or increased medical intervention.

**3.6 What additional activity will SIB funding allow to happen** (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	<input checked="" type="checkbox"/>
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(b)	A project will be provided to a higher quality / on a greater scale	[ ]
(c)	The funding will accelerate the implementation of the project by 12+ months	[ ]
(d)	A gap in funding will be filled pending other funding being secured	[ ]
(e)	Other reason	[ ]

**Please explain your answer:**

Political context at this time is 'personalisation' in health and social care. Services with the person at the centre, services that suit the needs of the individual not the other way around Up until end of March 2007 Washington Mind's Advocacy project delivered advocacy to people accessing secondary mental health services. The service is well established in the community it serves with an in depth knowledge of people, services and the area. However there are still gaps in service provision; advocacy is not available for people experiencing mental ill health who are not able to access mental health services.

This project will compliment on existing provision by targeting people currently not eligible for main social services advocacy provision. Therefore we would be offering services that is easy to access, based in the local community, committed to protecting the rights of individuals who at times are unable to speak up for themselves. Advocates would be able to support people to accessing other services, at GP appointments and at medical and benefits interviews ensuring they are enabled to have a voice in what happens with regard to treatment and care  
The project would also enable Washington Mind to co-ordinate a volunteer programme for trainee advocates, providing a placement with support, supervision and training

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

We are intending to promote the new premises and range of services through a relaunch event, publicity materials, awareness raising events, open days and our Annual General Meeting – we will highlight the support from SIB throughout theses materials and events. We will also work with the SIB marketing project

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

Yes [✓] No [ ]

**If 'Yes' please provide details:**

We actively seek the views of our service users and provide a variety of opportunities for them to be given a voice and enabled to shape the services they receive. Comments and suggestions are recorded and included in monitoring feedback. Requests for advocacy are regularly made to the hospital based service but people are unable to access this service unless they are receiving treatment in the hospital or through community mental health services. We have statistics available regarding unmet need and the number of cases signposted to other services for the area.  
National statistics show that we now have a million people on Incapacity Benefits because of mental illness and that one in six of us will be diagnosed as having depression or chronic anxiety disorder – while this is the bad

news, the good news is that we now have evidence based therapies that can lift at least half of those affected .

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

Yes [  ] No [  ]

**If 'Yes' please provide details:**

The Governments current social care agenda is to provide Health and social care services that aim to achieve four main goals;

**'Better prevention services with earlier intervention'** – we focus on prevention and early intervention by undertaking by providing services that are easily accessed in the community. This provides those who may not otherwise access the service with opportunities to benefit from the support we can provide at an early stage. Community outreach sessions will take the advocacy service outside of medical settings to those individuals who are unable to access rehabilitation and recovery services. By enabling individuals to prioritise their own health and social needs at an early stage we can prevent further deterioration and assist the recovery process.

**'Give people more choice and a louder voice'** –

We support people to identify their own needs, explore the options available to them and to make appropriate choices. The advocacy support that we provide increases the chance that people will receive a service/services that meet their wishes and are appropriate to their individual needs.

**'Do more on tackling inequalities and improving access to community services'** –

We as advocates are the voice of the person in need and seek to represent the views and requests of individuals. When necessary, we will support the service user to challenge decision makers. We keep up to date with changes to service provision within the locality and are aware of the services that are available to our service users. We promote access by operating an open referral system and offering the services we provide on an outreach basis.

**More support for people with long-term needs** –

We support people to become more involved in their care plan by providing information and increasing their awareness in relation to possible treatment options and the availability of services. We work with people to help ensure they have a clear understanding of their 'condition' and encourage them to become more involved in managing their 'illness' so they feel more in control.

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

Local people experiencing emotional distress or mental ill health also their family and carers and the general community who will be able to access information and advice.

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

Yes [  ] No [  ]

**If 'Yes' please provide details:**

<b>3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?</b>
Yes [ ] No [ <input checked="" type="checkbox"/> ]
<b>If 'Yes' please provide details:</b>
<b>3.13 Are any legal and other approvals required?</b>
Yes [ ] No [ <input checked="" type="checkbox"/> ]
<b>If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:</b>

Section 4: Equal Opportunities

<b>4.1 Does your organisation have an Equal Opportunities Policy?</b>	
Yes [ <input checked="" type="checkbox"/> ] No [ ]	
<b>If 'Yes' please describe how the project will comply with the Policy:</b>	
Washington Mind promotes equal opportunities in every aspect of the service and at all levels. Therefore we aim to be accessible to everyone regardless of nationality, race, religious beliefs, sex, age, sexual orientation, disability or mental health background. We believe that advocacy should be available to all mental health service users not just those accessing services in secondary care.	
<b>If 'No' please describe how your organisation addresses equal opportunities issues:</b>	
<b>4.2 Does your project specifically address any of the following issues?</b>	
<u>Ethnic Issues</u>	Yes [ ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:</b>	
<u>Gender Issues</u>	Yes [ ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:</b>	
<u>Disability Issues</u>	Yes [ ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:</b>	

## Section 5: Relationship of Project to the Area Framework(s)

**5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:**

Underneath the Citywide objective of “improving health through improving access to the quality of services”, this project meet the area objective of ensuring that health services are targeted to address needs at a neighbourhood level and resources are allocated based on local priorities. It also ensures that the Citywide objective of “Working with those communities and groups who are experience higher levels of ill health to ensure we can respond in ways which are most relevant to their needs” and the local objective of promoting services that address mental health issues are achieved

**5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).**

The establishment of a pilot project in the Washington area dealing with new clients who would not normally be able to receive support

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

N/A

## Section 6: Management Arrangements

**6.1 Describe how the project will be managed:**

Washington Mind is affiliated to National Mind but is an independent charity in its own right. The organisation is lead by an Executive Committee whose trustees have a substantial skill base that is drawn from senior positions in the private, public and community sectors as well as those members who have experience of accessing mental health services. There is a Services Manager in place who is responsible for the day to day running of the project

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

None

## Section 7: Financial Information

**7.1 How much SIB funding is requested?**

£33,673

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

Capital [ ] Revenue [  ] Both [ ]

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

None				
<b>7.4 What other funding alternates have been considered and why were these not appropriate?</b>				
Lack of notice with regard to termination of current contracts until we were given this decision we were unable to access alternative funding				
<b>7.5 What are the financial implications for the project should it not receive SIB funding?</b>				
Washington Mind will be unable to provide advocacy and therapeutic services				
<b>7.6 When SIB expenditure is complete how do you intend to continue this project?</b>				
We will be submitting bids to sustain the project potential sources identified are National Mind's opportunities for Volunteers fund, Northern Rock, Community Foundation and Awards for All				
<b>7.7 Provide a profile of projected costs:</b>				
Funding Source	2007/08	2008/09	2009/10	Total Cost
<b>SIB:</b>				
Coalfield				
East				
North				
South				
West				
Washington	£33,673			£33,673
<b>Other Sources (please state)</b>				
1)				
2)				
3)				
<b>Total Cost:</b>	£33,673			£33,673
<b>7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.</b>				
<b>7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:</b>				
Salary                    £24,708 p.a. +12%                    £ 2,695 employment costs +set up costs        £6,000 (inclusive of publicity & promotional materials)				
<b>7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.</b>				

As a revenue project recruitment will be undertaken in compliance with agreed recruitment procedures

## Section 8: Additional Information

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

Mind is the leading mental health charity in England and Wales. It works for a better life for people diagnosed, labelled or treated as experiencing mental ill health, and campaigns for their right to lead an active and valued life in the community. Washington Mind is affiliated to the national organisation but is registered as an independent charity in its own right and adheres to the foundation principles endorsed by the national body. Our focus is on service users, their recovery and general well being; we are concerned with people, not with labels, conditions, illnesses or problems and values their individuality and right to personal dignity and choice.

Throughout the lifetime of the organisation a number of initiatives have been developed that could be described as innovative. Building on this experience we would welcome the opportunity to continue to provide services to the people of Washington. Not only through access to information, advice, counselling, advocacy and volunteer opportunities; but also by offering training around mental health issues, therapy and advocacy to other organisations working within the local community with the aim of reducing stigma, dispelling myths and increasing understanding about the work we do. We envisage that by working alongside community groups and organisations, local people will become more aware of the support and services that are available to people who experience mental ill health and we can begin to break down some of the barriers that prevent people from accessing the services on offer.

## Section 9: Declaration

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

**Name:**

Jacqui Reeves

**Position in Organisation:**

Services Manager

**Date:**

13<sup>th</sup> March 2007





0191 2193777	0191 2193780	mike.foster@schools.sunderland.gov.uk
<b>2.8 Day to Day Contact Name / Details:</b> (if different to 2.3 above)		
<b>2.9 Legal Status of Organisation:</b>	<b>2.10 Registered Charity Number</b> (if applicable)	
School		
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>		
Yes		
<b>2.12 Has the organisation received SIB support previously?</b>		
Yes [ x ] No [ ]		
<b>If 'Yes' please provide details:</b>		
2004 Sewing Machines 2005 Table Tennis Club 2006 Rowing machine		
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>		
Yes [ x ] No [ ]		
<b>If 'Yes' please provide details:</b>		
Cllr Mrs Linda Williams		

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
Fully Inclusive Multifunctional Fitness Gym	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
April 2007	Sept 2007
<b>3.4 Please Describe the project:</b>	
<p>The Fitness for Life Gym is a sustainable, innovative regeneration project that will increase participation in health and fitness across our community. Through the provision of specialist facilities and a unique fitness programme, the Wellness System, the gym will increase the opportunities for our community to become actively involved in health and fitness.</p> <p>The provision will be targeted at our school community user groups, which will limit the possible effect on the sustainability of other facilities in the area. Currently the school supports students with Physical Difficulties and is the only 3* secondary provision in the city. We would be looking to target the use of the wellness system to meet the needs of this specific group linked in with our existing hydrotherapy provision as a coherent exercise programme.</p>	

In accordance with national policy, Oxclose is currently remodelling its extended schools programme to enhance the current provision and develop the extended schools' culture further. Extensive research and self-evaluation has concluded that the construction of a fitness gym would have the greatest impact on our community.

Raising standards in health and fitness will provide long-term benefits, impacting on confidence, self-esteem and general well being.

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

Oxclose is a successful comprehensive school and Specialist Performing and Visual

Arts College. Currently, we have over nine hundred pupils on roll and our staffing consists of 63 teaching staff and 44 support staff. As a fully designated Community School, Oxclose has significantly developed and established strong community links. We provide an extensive 'out of school hours' timetable to pupils, parents and our community with over 800 users each week.

We also host the largest youth programme in the city, providing extra curricular activities for some of the most disaffected teenagers in the local community, through youth clubs and music collectives. The youth project is based around the provision of diversionary, educational and social activities. As a recognised centre for Eurocamps the school continues to target the hard to reach groups through excellent coaching facilities.

The school is very concerned about the disturbing number of children, within school and coming through from primary schools that are identified as being overweight and even obese. Obesity and the associated health risks are becoming a serious problem affecting all ages. A recent report released by the Health Survey for England, supported by the government as "being the most accurate estimate so far", warns that one million children will be obese by 2010. In an associated report Sunderland City Council was highlighted as being one of the top ten areas within the country as being at the highest risk of obesity.

As a responsive school, already accredited with the Sport England Sportsmark and

Healthy Schools Award (Silver), we aim to target our proactive approach at reducing obesity and drive health and fitness as a priority. This would improve the mental, physical and social well being of many sectors of our community.

Our Health Care Co-ordinator (a trained Nurse) supports the school with expertise in physical disability and links with Mike Stansfield and Sarah Jones, who are based at Oxclose (inclusion and occupational therapy) to provide a coherent physical health team. This would support integration from other areas of our PD community.

From school funding, delegated budgets and income from usage, we intend refurbish a room that will meet the specifications required for a multifunctional gym. The gym will be ideally situated within the hub of the PE department, yet easily accessible to others, with excellent refurbished changing facilities at hand which are fully DDA compliant.

**3.6 What additional activity will SIB funding allow to happen** (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	[ ]
(b)	A project will be provided to a higher quality / on a greater scale	[x]
(c)	The funding will accelerate the implementation of the project by 12+ months	[ ]
(d)	A gap in funding will be filled pending other funding being secured	[ ]
(e)	Other reason	[ ]
<b>Please explain your answer:</b>		
Especially adapted equipment to support PD inclusion will be made available		
<b>3.7 How will you publicise that you have received support from SIB?</b> (please refer to Section 3 of the guidance notes)		
We will publicise the SIB support in all promotional advertising where appropriate. We will work with the Regeneration Marketing Team to publicise SIB funding.		
<b>3.8 Has there been any consultations concerning the need for this project?</b>		
Yes [x] No [ ]		
<b>If 'Yes' please provide details:</b>		
We have consulted various stakeholders including primary schools in the area. We have had discussions with the Sport and Leisure Team within Community and Cultural services who have provided guidance on business planning.		
<b>3.9 Is there any documentary evidence available to support the need for this project?</b>		
Yes [x] No [ ]		
<b>If 'Yes' please provide details:</b>		
As identified in the business plan (Annex1)		
<b>3.10 Who will benefit from the services provided by the project?</b>		
Our local school community including PD user groups		
<b>3.11 Will there be any implications for Council Services arising from this project?</b>		
Yes [ ] No [x]		
<b>If 'Yes' please provide details:</b>		
<b>3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?</b>		
Yes [ ] No [x]		
<b>If 'Yes' please provide details:</b>		
<b>3.13 Are any legal and other approvals required?</b>		
Yes [ ] No [x]		
<b>If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:</b>		

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#### Section 4: Equal Opportunities

<b>4.1 Does your organisation have an Equal Opportunities Policy?</b>	
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]	
<b>If 'Yes' please describe how the project will comply with the Policy:</b>	
The project will comply with the school policy	
<b>If 'No' please describe how your organisation addresses equal opportunities issues:</b>	
<b>4.2 Does your project specifically address any of the following issues?</b>	
<b>Ethnic Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:</b>	
<b>Gender Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:</b>	
<b>Disability Issues</b>	Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:</b>	
The facility will include equipment to allow for full access by PD user groups.	

#### Section 5: Relationship of Project to the Area Framework(s)

<b>5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:</b>
Under the City Health Objective of addressing underlying long term problems, this project addresses the local priority of working with schools to implement extended services activities for young people and our PD community.
<b>5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).</b>
The facility will be sustainable within existing budget streams. Outputs will be measured via usage by targeted groups. Further information will be provided both to the regeneration team and to Community and Cultural services on take up and income as the project progresses.

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

N/A

## Section 6: Management Arrangements

**6.1 Describe how the project will be managed:**

The project will be managed by a committee made up of;

- Headteacher – Curriculum targeting and monitoring.
- Finance Manager – Oversee and manage all financial reporting and accounting.
- Premises Manager – Health and Safety.
- Network Manager – ICT provision and maintenance.
- Head of PE – Day time management and development.
- Sports apprentice programme to facilitate exercise programmes
- Community Tutor – Supporting gym management.

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

Currently planned with the City and Keir Construction North East as an adjunct to our BSF programme.

## Section 7: Financial Information

**7.1 How much SIB funding is requested?**

£35,000

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

Capital [ x ] Revenue [ ] Both [ ]

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

No

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

Other funding streams were explored but none available to meet the criteria of this project.

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

In the absence of SIB funding it may not be possible to create a gym that would be to a suitable standard to meet the needs of the our PD community.

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

Generated income from community usage.

**7.7 Provide a profile of projected costs:**

Funding Source	2007/08	2008/09	2009/10	Total Cost
<b>SIB:</b>				
Coalfield				
East				
North				
South				
West				
Washington	£35,000			£35,000

**Other Sources (please state)**

1)	School Budget	£90,406			£90,406
2)	School Fund	£20,000			£20,000
3)	Income	£16,880			£16,880
<b>Total Cost:</b>		£162,286			£162,286

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

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

<b>ITEM OF EXPENDITURE</b>	
Room Refurbishment	70,000
Equipment	70,000
Hardware/Software	2,460
Delivery/Installation	2,928
Maintenance	1,532
Utilities	1,500
Training	3,000
Recruitment Costs	
Telephone	250
Advertising	200
Salary Costs	10,416
<b>Total Project Cost</b>	<b>£162,286</b>
<b>SOURCES OF INCOME</b>	
School Budget	£90,406
School Fund Income	£20,000
Generated Income	£16,880
<b>SIB</b>	<b>£35,000</b>

**7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.**

All services and purchasing procedures will be conducted in accordance with the Local Authority policies and practices.

## Section 8: Additional Information

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

Attached is a business plan detailing the sustainability of the project over the next 4 years. The school will take on all future responsibility for covering the ongoing costs relating to the project.

## Section 9: Declaration

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

**Name:**

Mike Foster

**Position in Organisation:**

Headteacher

**Date:**

16.3.07



# Oxclose Community School

A Specialist Performing and Visual Arts College

## HEALTH AND FITNESS GYM BUSINESS PLAN

### Executive Summary

The Fitness for Life Gym is a sustainable, innovative regeneration project that will increase participation in health and fitness across the whole community. Through the provision of specialist facilities and a unique fitness programme, the Wellness System, the gym will increase the opportunities for all sectors of the community to become actively involved in health and fitness. The Wellness System also has the capacity to target, monitor and evaluate individual performance, effectively increasing motivation and satisfaction. In addition, will enhance curriculum development by providing another method of learning across all key stages and create an additional learning environment that is informal.

Oxclose is a successful comprehensive school and Specialist Performing and Visual Arts College. Currently, we have nine hundred pupils on roll and our staffing consists of 63 teaching staff and 44 support staff. The school is part of the City of Sunderland Local Authority, which is ranked as the 22<sup>nd</sup> most deprived LA in England (ranked out of 354). It is in an area that is generally affected by falling rolls, although in Oxclose, pupil numbers continue to rise. This is mainly due to its growing popularity, maintaining pupil numbers within its catchment and attracting a significant number of pupils from outside the area. The closure of a nearby school has also been a contributory factor in boosting pupil numbers, with a substantial number of children that are from a socially disadvantaged area of the town. Generally, evidence suggests that on average the socio-economic backgrounds are below average.

Oxclose is the only secondary 3\* facility for disability inclusion in the City. We offer excellent specialist facilities for our pupils and the community with physical and medical disabilities, including a purpose built area that comprises a treatment/physiotherapy rooms and a hydro-pool. We have planned places for twelve physically disabled pupils but more on roll and other pupils with moderate learning or social, emotional and behavioural difficulties that require support beyond that which the school can provide. Seven pupils have specific learning difficulties, six have a speech or communication disorder, two are hearing impaired and seven have autistic spectrum disorders. The proportion of pupils with special educational needs and the proportion with statements of need are above average. The school is an inclusive school in every sense of the word and has received national recognition for its inclusion practices.

As a fully designated Community School, Oxclose has significantly developed and established strong community links. The school is open until ten o'clock

every week day evening and at weekends, providing an extensive 'out of school hours' timetable to pupils, parents and the wider community. We also host the largest youth programme in the city, providing extra curricular activities for some of the most disaffected teenagers in the local community, through youth clubs and music collectives. As a recognised centre for Eurocamps the school continues to target the hard to reach groups through excellent coaching facilities.

In accordance with national policy, Oxclose is currently remodelling its extended schools programme to enhance the current provision and develop the extended schools' culture further. Extensive research and self-evaluation has concluded that the construction of a fitness gym would have the greatest impact on the whole community. Raising standards in health and fitness will provide long-term benefits, impacting on confidence, self-esteem and general well being.

Juxtaposed, the school is very concerned about the disturbing number of children, within school and coming through from primary schools that are identified as being overweight and even obese. Obesity and the associated health risks are becoming a serious problem affecting all ages. A recent report released by the Health Survey for England, supported by the government as "being the most accurate estimate so far", warns that one million children will be obese by 2010. In an associated report the City of Sunderland, local authority for Oxclose School, was highlighted as being one of the top ten areas within the country as being at the highest risk of obesity. As a responsive school, already accredited with the Sport England Sportsmark and Healthy Schools Award, we aim to target our proactive approach at reducing obesity and drive health and fitness as a priority. This would improve the mental, physical and social well being of many sectors of the community.

### **Proposal**

The school's vision is to construct a fitness gym that will be attractive and accessible to all sectors of the community and deliver an innovative and sustainable health and physical fitness programme. Inclusion is a priority, ensuring equality of access and providing specialist equipment that will accommodate the needs of the whole community. National research suggests that people with long-term illnesses or disabilities are less likely to participate in sport than those without such illnesses or disability.

From school funding, delegated budgets and income from usage, we intend refurbish a room that will meet the specifications required for a multifunctional gym. The gym will be ideally situated within the hub of the PE department, yet easily accessible to others, with excellent refurbished changing facilities at hand. Our aim is to deliver an extensive two-year development plan aimed at health, fitness and improving attainment. The project will be a phased implementation commencing September 2007, targeting pupils and staff and ensuring their needs are met and good inclusion practices are adopted. Pupils will have constant supervision from the PE department and all staff will be

trained to a high standard. In January 2008, we aim to target the all sectors of the community and encourage whole family participation.

The main aims and objectives:

- Increase participation and develop lifelong habits.
- Drive health and fitness as a priority in our school.
- Engage pupils with special educational needs.
- Enhance extended schools provision and inclusion practices.
- Develop specific programmes for gifted and talented and develop levels of fitness.
- Ensure equality of access and provision of disability programmes.
- Target specific community groups, disabled, deprived and ethnic groups
- Take an active part in the governments drive to reduce levels of obesity.
- Create a greater understanding of the importance of healthier lifestyles.

We aim to provide an excellent facility and subsequently a more active, healthier and self-confident community that will impact on:

- Lowering levels of obesity.
- Lowering levels of ill health.
- Improving attendance.
- Increasing levels of attainment.
- Increasing quality of life and provide better opportunities.

### **Marketing and Sales Strategy**

The Gym will be open from 9am-5.30pm for school pupils and in the second phase 5.30-9.30pm Monday-Friday and 9-5pm Saturday for our local community and PD user groups. To promote the Gym and encourage family participation the school will use the school newspaper with a circulation of 20,000, and information to our current user groups to promote the inclusion of socially disadvantaged groups and PD user groups.

The gym will operate a membership policy. Membership to the club is compulsory and all members must complete a full induction. Wherever possible this will be kept to a minimum to ensure that our community affected by poverty and deprivation will also be able to access the facilities.

### **Management and Staffing Arrangements**

The gym will employ up to two/three specially trained members of staff, on a part time basis to allow for absence and holidays. A Gym Manager will be appointed for management of the gym after school hours. The will be dedicated to providing support and expert tuition to all users out of school hours. During the school day a member(s) of the PE department who have

been specially trained in all aspects of the fitness equipment will be present at all times to support pupil needs.

A project steering group will be appointed to oversee all aspects of the gym's project management:-

Headteacher – Curriculum targeting and monitoring.

Finance Manager – will oversee and manage all financial reporting and accounting.

Premises Manager – Health and Safety.

Network Manager – ICT provision and maintenance.

Head of PE – Day time management and development.

Young Apprentice in Sport scheme (to facilitate exercise regimes)

Community Tutor – Supporting gym management.

### Health and Safety

- Health and Safety is the school's main priority.
- Adequate insurance covers all operations within the gym.
- All staff will be appropriately trained qualified instructors.
- Fully trained members of the PE department will manage gym during the day.
- Management of health and safety is the responsibility of the Premises Manager.
- All users will complete an induction, delivered by qualified existing staff.
- A membership card with photo ID will be issued to those who have passed their induction.
- The facilities and equipment will be subject to a daily visual safety inspection, a weekly written inspection and an annual independent safety audit and inspection.
- All repairs/maintenance and make safe situation will be recorded an accident/incident book will be maintained.

## FINANCIAL PLAN

ITEM	YEAR 1	YEAR 2	YEAR 3	YEAR 4
Room Refurbishment	70,000			
Equipment	70,000			
Hardware/Software	2,460			
Delivery/Installation	2,928			
Maintenance	1,532	Incl of Yr1	2,300	2,415
Utilities	1,500	1650	£1,815	1,996
Training	3,000	1500	500	500
Recruitment Costs		200	200	200
Telephone	250	500	525	551
Advertising	200	200	200	200
Salary Costs	10,416	12,000	£12,000	12,500
<b>Total Project Cost</b>	<b>£162,286</b>	<b>16,050</b>	<b>17,540</b>	<b>18,362</b>
<b>SOURCES OF INCOME</b>				
<b>School Budget</b>	<b>£90,406</b>			
<b>School Fund Income</b>	<b>£20,000</b>			
<b>Generated Income</b>	<b>£16,880</b>	<b>£19,540</b>	<b>£25,885</b>	<b>£30,540</b>
<b>TOTAL</b>	<b>-£35,000</b>	<b>£3490</b>	<b>£8345</b>	<b>£12,178</b>

The total funding needed to support the project is £35,000 approximately 20% of the overall project costs. Information on the school's lettings programme is available (Appendix I). Recent comparative data from a realistic benchmark set indicated that our generated income was significantly higher than most schools and only marginally less than one, mainly attributed to the levels of lettings income. Subsequent years will be self-financing with a slight profit to support further regeneration.

An assessment to establish the expected usage of the Gym was conducted through consultation of stakeholders and other relevant agencies.

**Washington AREA COMMITTEE  
4<sup>TH</sup> APRIL 2007**

**PROJECTS PREVIOUSLY APPROVED 'SUBJECT TO BUDGET  
APPROVAL FOR FINANCIAL YEAR 2006/7**

In the financial year 2006/7, the following project has been approved 'subject to budget approvals' from the 2007/8 budget.

**1.SAFC Washington Outreach Project**

In July 2006, the Area Committee approved funding of £39,172 for SAFC Foundation to work in partnership with the Washington Millennium Centre and Sunderland City Council to deliver sporting and educational opportunities for local young people and their families based around football.

Out of this funding, £17,157 was approved by the committee for expenditure is 2007/8 subject to budget approval.

**The Area Committee is requested to formally endorse previous approval as detailed above.**

**REQUESTS FOR EXTENSION AND VIREMENT OF FUNDING  
Washington AREA COMMITTEE  
4<sup>TH</sup> APRIL 2007**

**1. Washington MIND EXTENSION**

In April 2005, the Area Committee approved funding for the cost of renovation works to ensure a new centre for MIND in Washington complies with Health & Safety and the Disability Discrimination Act requirements.

There have been significant delays reported by the project due to legalities having to be resolved between the City Council and Sunderland Housing Group, who own the building.

These issues have now been resolved and the renovation is underway, however is unable to claim all money before the deadline of April 2007.

The project therefore requests the extension of funding for 6 months to allow the full claim to be submitted.

**The Area Committee is requested to agree the extension of funding for Washington MIND for 6 months.**

**2. Bowes Railway VIREMENT**

Due to the delay caused by the original contractors – Hylton Roofing going out of business, the project has now found a new contractor – Newton Moor Ltd and have asked them for a survey and quote for the restoration of Blackhams Hill Hauler House, for which the original SIB application was received. The quote for this work is £40,000 – which was far in excess of the remaining SIB available.

In light of the increased costs, Bowes Railway have decided to try and fund this work from an Heritage Lottery Fund grant instead of using SIB and will be applying shortly.

As such, this leaves £1,113 SIB remaining from the original allocation, which it is requested be vired from the original purpose to allow the project to carry out restoration work outside the building and enable them to purchase replacement timber decking for the walkways on the Bankhead at Blackhams Hill Hauler House.

**The Area Committee is requested to agree the virement of £1,113.**

**SIB ARF Allocation : Washington**

**SIB Resources Statement as at 4th April 2007**

	<b>Approval</b>	<b>Allocations £000's</b>	<b>Approvals £000's</b>	<b>ANNEX 4 Unallocated £000's</b>
<b><u>Total SIB Allocation Pre 2004/2005</u></b>		<b>1,628.806</b>	<b>1,603.806</b>	<b>25.000</b>
<b><u>2004/2005 Approvals</u></b>				
<b><u>Budget allocation</u></b>		<b>200.000</b>		
Youth Inclusion Project	05.02.03		40	
Concord Shopping Improvements	02.07.03		30	
Washington Asylum Seekers Project	01.10.03		21.501	
North Washington Health & Education Centre	01.10.03		18	
Barmston Primary - Community Provision & Protection	04.02.04		10	
Washington Business Forum	31.03.04		2.021	
Eco Rangers	31.03.04		1	
Development of Playing Facilities at Harraton Cricket Ground	31.03.04		2.5	
Washington Drugs Forum Communication Events	31.03.04		2.17	
Blackfell Bridge Lighting	31.03.04		1.5	
Princess Anne Park Countryside Ranger	31.03.04		13.6	
Sunderland Support for Parents with Disabilities	07.07.04		2	
Development of Hydrotherapy Pool at Fulwell Day Centre	07.07.04		2.5	
Barmston CA - Peoplefirst	07.07.04		10	
Community Cohesion Centre Development - WASP	07.07.04		11.5	
City - Wide 5-a-Side Leagues Project	06.10.04		8.029	
Washington Millennium Centre	06.10.04		15	
Barmston School	06.10.04		3	
Strand Riding Centre for the Disabled - Gap funding	01.12.04		18	
Washington Citizens Advice Bureau - Social Inclusion Project	09.02.05		15.941	
Environmental improvements at Ayton Allotments	09.02.05		13	
Area Committee Marketing Project	09.02.05		1.37	
The ISIS Project - Complementary Health & Education	09.02.05		2	



**SIB ARF Allocation : Washington**

Washington Sport & Leisure Newsletter	13.04.05		0.813	
Washington School Project	(03.07.02)	1.129		
North Washington Health & Education Centre	(01.10.03)	18		
Graffiti Project at Washington Millennium Centre	(02.07.03)	1.316		
		<b>220.445</b>	<b>245.445</b>	<b>-25.000</b>
<b>Total Resources Available</b>				<b>0</b>

<b><u>2005/2006 Approvals</u></b>	<b>Approval</b>	<b>Allocations £000's</b>	<b>Approvals £000's</b>	<b>Unallocated £000's</b>
<b><u>Budget allocation</u></b>		<b>262.461</b>		
Youth Inclusion Project	05.02.03		40	
Concord Shopping Improvements	02.07.03		30	
Area Committee Marketing Project	09.02.05		2.630	
Eco Rangers	09.02.05		1.5	
The ISIS Project - Complementary Health & Education	09.02.05		8	
Mental Health Drop in Facility - Washington MIND	13.04.05		30	
Washington Sport & Leisure Newsletter	13.04.05		3.387	
Wearable - Gap Funding	13.04.05		2.518	
Rhyme Around The Nursery	13.04.05		10	
Family Room - John F Kennedy Primary School	13.04.05		10	
Usworth Park Bowls Pavilion Refurbishment	13.04.05		14.64	
Bowes Railway Repairs & Maintenance	13.04.05		15.173	
Washington Citizens Advice Bureau - Web Site	06.07.05		4.8	
Language Laboratory - Washington Church of Christ	06.07.05		14.392	
Community Facilities - Wessington Primary School	06.07.05		10	
Volunteer Outreach Project	06.07.05		3.333	
Horticultural Training Project	05.10.05		1.5	
Physical Disabilities Alliance Project	05.10.05		2	
People's Pedal Power	05.10.05		2.15	
Washington Village Community Association	05.10.05		5	
ISIS Project - Feasibility Study	05.10.05		10	
Sunderland Astronomical Society	05.10.05		5.965	
Sunderland Training & Education Farm	05.10.05		1.5	

**SIB ARF Allocation : Washington**

Sulgrave Centre - CCTV Provision	05.10.05		2.5
Compass Community Transport	05.10.05		2
Construction Challenge Project	30.11.05		6.5
Phoenix Project - Community Outreach Programme	30.11.05		6
Harraton Cricket Club	30.11.05		2.5
Washington Events Budget	30.11.05		0.841
Sunderland Juvenile Service Project	30.11.05		10.8
Washington Boxing Club	30.11.05		15.7
<b>Returned Funding in 2005/2006</b>			
Barmston School	(06.10.04)	0.100	
Washington Sport & Leisure Forum	(13.04.05)	0.618	
Sunderland Support for Parents with Disabilities	(07.07.04)	0.830	
Stepping Out - HLC North Washington	(26.11.03)	4.580	
Physical Disabilities Alliance Project	(05.10.05)	0.666	
Washington Executive Partnership	(02.04.03)	2.684	
Washington Forum	(01.10.03)	3.390	
		<b>275.329</b>	<b>275.329</b>
			<b>0</b>
<b>Total Resources Available</b>			<b>0</b>

<b><u>2006/2007 Approvals</u></b>	<b>Approval</b>	<b>Allocations £000's</b>	<b>Approvals £000's</b>	<b>Unallocated £000's</b>
<b><u>Budget allocation</u></b>		<b>262.461</b>		
Construction Challenge Project	30.11.05		5	
Washington Cricket Club	30.11.05		2.5	
Washington Events Budget	30.11.05		9.159	
Eco Rangers	08.02.06		1.5	
Washington Citizens Advice Bureau - Extension Programme	05.04.06		18	
Youth Inclusion Project	05.04.06		40	
Sit 'n b' Fit - Improving the Health & Independent living of Sunderland's Elderly People	05.07.06		3.120	
Improvements to Washington FC	05.07.06		12.2	
SAFC Washington Outreach Project	05.07.06		22.015	
Usworth Grange Primary School - Ground Improvements	05.07.06		13	
Washington Asylum Seekers Project - Gap Funding	05.07.06		6.676	
Anti - Bullying Cards - On Track	05.07.06		4.1	

**SIB ARF Allocation : Washington**

School Battle of the Bands 2006	05.07.06			2
1st Washington Scouts	04.10.06			7.5
North East Aircraft Museum	04.10.06			3.1
Stage Lighting Equipment - Usworth Colliery Primary School	29.11.06			6
Sunderland International Kite Festival - Music Stage	29.11.06			5
Washington Youth Karting Championship	29.11.06			5.19
Area Committee Marketing Project	07.02.07			8
Washington Boxing Club - Health & Safety Improvements	07.02.07			4.532
North Washington Youth Inclusion Project - Mini Bus	07.02.07			10
Bridge Reaching Out To Women	07.02.07			24.946
Washington Pride Web Development	07.02.07			15.560
Bowes Railway - Feasibility Study	07.02.07			8
Wearside Women in Need	07.02.07			20
Eurocamps Soccer Centre	07.02.07			4.85
Washington Events Budget	07.02.07			2.935
<b>Returned Funding 2006/2007</b>				
Oxclose & District Young People's Mountain Bikes	(01.10.03)	2.422		
School Battle of the Bands 2006	(05.07.06)	2.000		
		<b>266.883</b>	<b>264.883</b>	<b>2.000</b>
<b>Total Resources Available</b>				<b>2.000</b>
<b><u>2007/2008 Approvals</u></b>	<b>Approval</b>	<b>Allocations £000's</b>	<b>Approvals £000's</b>	<b>Unallocated £000's</b>
<b><u>Budget Allocation</u></b>		<b>262.461</b>		
SAFC Washington Outreach Project	05.07.06		17.157	
		<b>262.461</b>	<b>17.157</b>	<b>245.304</b>
<b>Total Resources Available</b>				<b>247.304</b>

**STRATEGIC INITIATIVES BUDGET (SIB)**  
**CRITERIA AND PROJECT GUIDELINES**

**1 ABOUT THE SIB FUND**

- 1.1 SIB was established in 1996/7 to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area. Each Regeneration Framework area is currently allocated a minimum of £200,000 per year. Applications for funding are approved by the relevant Area Committee or Cabinet.
- 1.2 SIB is approved on an annual basis as part of the full Council budget process in February or March each year. It is possible that due to financial constraints in a particular year, the allocation may be reduced or withdrawn. Approvals from future years' SIB allocations are therefore subject to this budget process and cannot be guaranteed.
- 1.3 Applications therefore will only be approved for the current year unless exceptional circumstances can be established, such as the need to secure other funding over a period of time or enable the recruitment or retention of staff to proceed. Projects that apply for funding from future years' allocations do so at their own risk.

**2 APPLYING FOR SIB**

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

Bill Blackett                      Sunderland East, and the Coalfields  
Telephone 553 1162 Fax 553 1599  
e-mail [bill.blackett@sunderland.gov.uk](mailto:bill.blackett@sunderland.gov.uk)

Karen Graham                      Sunderland North, and Washington  
Telephone 553 1214 Fax 553 1599  
e-mail [Karen.graham@sunderland.gov.uk](mailto:Karen.graham@sunderland.gov.uk)

Richard Parry                      Sunderland South and Sunderland West  
Telephone 553 1217 Fax 553 1599  
e-mail [richard.parry@sunderland.gov.uk](mailto:richard.parry@sunderland.gov.uk)

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

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

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

### **3. CRITERIA FOR ELIGIBILITY**

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

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

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

#### **4 NON-ELIGIBILITY**

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

#### **5 APPROVAL AND PAYMENT**

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

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

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

## **6 CONDITIONS**

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

### **6.2 Purchasing / Procurement requirements**

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

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

#### **Procurement up to £10,000**

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

### Procurement Between £10,000 and £50,000

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

### Procurement Over £50,000

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

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

### **Potential conflicts of Interest**

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

### **Retention of Records**

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

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

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

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



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

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

## WASHINGTON AREA COMMITTEE

4<sup>th</sup> April 2007

### STRATEGIC INITIATIVES BUDGET UPDATE

#### Report of the Director of Development and Regeneration

##### 1.0 Purpose Of The Report

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

##### 2.0 Background

2.1 Members will recall that each Regeneration Framework area has been allocated a minimum of £200,000 per annum over the last eleven years from the Strategic Initiatives Budget to promote action on key priorities identified in the relevant Area Regeneration Framework document. Over this period, therefore the Framework area has been allocated £2,324,922. An update on all projects that are still operating is attached as Appendix 1.

##### 3.0 Recommendations

3.1 That this report be noted.

##### Background Papers

- Strategic Initiatives Budget (SIB): Regeneration Issues Reports to previous Area Committees
- Regeneration Framework File, North Sunderland
- Events Budget application forms

**Strategic Initiatives Budget: Washington Live Project Update**  
**4th April 2007**

**APPENDIX 1**

<b>2005/2006 Project Allocations</b>					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Mental Health Drop in Facility - Washington MIND</b>	13.04.05	30	0.194	29.806	Washington MIND
<p>The project is a community facility which provides support for people in the Washington, Houghton and Hetton areas. The service provides a 'drop in' and 'out of hours' service offering emotional support, activities, socialisation, a listening ear, counselling, and information and advice on accessing services. SIB funding will safe guard the project by providing a safe environment for people with mental health issues in the community to gain support, as alternative accommodation has had to be found as a result of previous premises being under demolition and redevelopment. SIB has contributed towards the cost of ongoing renovation works to ensure the building complies with Health &amp; Safety and the Disability Discrimination Act requirements. Although the project has reported various delays due to legalities, the building work is now back on course. The project hope to move into the building in April, as the kitchen has been installed and the remaining work is taking shape. A funding extension is being requested at this Area Committee, for a further six months as a result of lengthy delays.</p>					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Volunteer Outreach Project</b>	06.07.05	3.333	0	3.333	Volunteer Centre - Sunderland
<p>Funding across all six areas to enable the centre to commence provision of an Outreach Service across the six Area Frameworks within the City. SIB Funding has enabled the project to employ an Outreach and Development Worker since October 2006, who has concentrated on raising the profile of the project by attending various promotional events and presentations. This has resulted in the project reporting a 7.5% increase for recruiting volunteers, on previous years figures, and a further increase in the number of people involved in the Volunteer Forum, where membership has risen from 70 to 94. Also as a result of SIB funding, have been able to secure Adult Services funding, for another year and enabled the commencement of groundwork for a possible Big Lottery Grant, which would fund the project for a further five years. Expenditure is ongoing and has been utilised from other areas first.</p>					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Construction Challenge</b>	30.11.05	6.5	0.471	6.029	Sunderland Housing Group
<p>Year 1 of 2 year funding to provide construction skills training opportunities on new housing development sites, for year 10 &amp; 11 pupils across the City opting for an alternative curriculum route into construction. This allocation is to build upon the successful work of the original pilot project and extend it City -Wide. September saw the successful opening of the project's sister site in Pallion, and currently there are over 100 children accessing both of the sites from Secondary Schools across the City. The project are also planning to introduce 'Taster sessions' for children who can't access the sites and provide simple DIY classes for parents. The project and expenditure are ongoing. Funds from other areas have been utilised to date. The project has until December 2007 to spend.</p>					

**Strategic Initiatives Budget: Washington Live Project Update**  
**4th April 2007**

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Phoenix Project - Community Outreach Programme</b>	30.11.05	6	1.833	4.167	Tyne & Wear Fire & Rescue Service
<p>SIB funding was provided from all six Area Committees to support the Phoenix Project. The project, led by the Fire Service, works in partnership with the Youth Offending Service, by delivering intensive work experience and courses to offenders. SIB funding will also contribute towards the refurbishment and upgrade of the Community Safety Centre at Sunderland Fire Station, by providing a lecture room in which a further 200 - 300 young people can access the courses on offer. This quarter expenditure has been on the various in house training courses which have taken place throughout the year, the purchase of equipment which has consisted of course materials, specialist clothing and footwear and fees connected with the refurbishment of the dedicated lecture room which is currently in the planning stages. The Planning application has been agreed and plans are being drawn up. Once these are complete and agreed the refurbishment will commence. Expenditure is ongoing and has been utilised from other areas first.</p>					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Washington Cricket Club</b>	30.11.05	2.5	0.546	1.954	Harraton Cricket Club
<p>Following recent work on the playing surfaces and practice facilities at the ground, in which SIB funding has already contributed to, further funding has been secured to protect these facilities from damage. The second phase of funding has been secured to development security fencing around the pitches and upgrade the changing facilities. Currently the work to repair and replace the existing damaged roof is underway. Once the work is complete the remaining allocation will be utilised, this is anticipated to be by April. This allocation is year 1 of 2 year funding and has until November 2007 to spend.</p>					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Sunderland Juvenile Service Project</b>	30.11.05	10.8	0	10.8	Sunderland Juvenile Service
<p>The project through the help of SIB funding aims to encourage young people at risk of offending or re-offending to take part in constructive training, learning and leisure pursuits in the hope of diverting them from anti-social or criminal behaviour. SIB Funding across all six areas is enabling the project to attract further match funding, which in turn will allow the expansion of the existing service and contribute towards their ultimate aim of reducing youth offending and preventing re-offending, by offering information, guidance and support to young people, their families and carers. To date the project have received 169 referrals from across the City, which is an increase of 53 referrals to the service compared to the previous year. Expenditure is ongoing and has been utilised from other areas first.</p>					

**Strategic Initiatives Budget: Washington Live Project Update**  
**4th April 2007**

<b>2006/2007 Project Allocations</b>					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Construction Challenge Project</b>	30.11.05	5	0	5	Sunderland Housing Group
Year 2 of 2 year funding to provide construction skills training opportunities on new housing development sites, for year 10 & 11 pupils across the City opting for an alternative curriculum route into construction.					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Washington Cricket Club</b>	30.11.05	2.5	0	2.5	Harraton Cricket Club
Year 2 of 2 year funding to install security fencing around the pitches and upgrade the changing facilities. The project has until November 2007 to spend.					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Youth Inclusion Project</b>	05.04.06	40	30	10	Crime Concern
During the October half term holidays, a full programme of activities for young people aged 13-16 took place. The project engaged 52 young people who were at risk of offending and being involved in anti social behaviour. Activities included arts, culture and media, outdoor activities and sports. The programme builds self esteem and confidence, whilst offering new experiences to all of the young people who participated. Work has also started at Washington Comprehensive school where the project are working with young people who have been identified as having major issues within and out of school. This programme has been running for approx seven weeks and focuses on personal development, and is extremely successful. The project are continuing their work at Usworth school where they are supporting a number of pupils with behavioural issues. This has resulted in 94% of this core group being either in full time education, training or employment. In October a new 'Core 50 Worker' was employed. The main aim of his role is to engage targeted young people, assess their needs and work with them to address these needs. The project and expenditure are ongoing.					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Sit 'n b' Fit - Improving the Health &amp; Independent Living of Sunderland's Elderly People</b>	05.07.06	3.120	1.539	1.581	Sit 'n' 'b' Fit
Funding across all six areas to improve health, mobility and to extend people's ability to sustain independent living through appropriate seated exercises. The aim of the project is to encourage people living in residential homes and sheltered accommodation to take part in exercise to improve their health, confidence and self esteem and also to encourage the general public to come into sheltered accommodation or care homes, by offering activities with the other residents and their families to increase social interaction and improve their quality of life. The seated exercise sessions are fully operational in 26 out of 30 residential homes across the City and the programme is receiving excellent feedback from both clients and the Care Homes, where staff have seen an improvement in resident's health and ability. Expenditure and the project are ongoing.					

**Strategic Initiatives Budget: Washington Live Project Update**  
**4th April 2007**

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>SAFC Washington Outreach Project</b>	05.07.06	22.015	0	22.015	SAFC

The project is to match revenue funding from Barclays Community Trust to enable the employment of a Development Worker, sessional coaching staff and purchase equipment. The project will ensure the delivery of a football development programme for youngsters aged 9 -17 years, at Washington Millennium Centre. The main aim of the project is to engage with young people that may not be doing well at school, wouldn't normally take part in sport or any kind of outside interest, and may well be on the fringes of taking part in anti social behaviour. The youngsters will also benefit from schemes including organised football sessions and tournaments, as well as experiencing Stadium of Light tours and opportunities for matchday tickets. SIB funding is contributing towards staff costs, admin, equipment, kit and publicity etc. The project officially launched on 19th September 2006 and has received extensive press coverage in the Sunderland Echo, the Journal and the Chronicle. Expenditure to date has been on admin, management costs, and recruitment adverts etc.

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>1st Washington Scouts - Re Roofing HQ Building</b>	04.10.06	7.5	1.511	5.989	1st Washington Scouts

SIB funding will be used to complete the renewal of the scout building roof by removing and replacing the existing support structure and replacing it with new roof boards and felt. This work is essential to ensure the long term availability of the building for scouting and community use and to meet health and safety requirements. Work is progressing well and most of the new support structure is now in place, but the replacement of the outer covering of the roof cannot be started until the spring, when the weather improves. The project and expenditure are ongoing.

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>North East Aircraft Museum - Access Improvements</b>	04.10.06	3.1	0	3.1	North East Aircraft Museums

The Aircraft Museum is a regional visitor attraction showcasing various aircrafts. The proposed access improvements to the museum which include two disabled parking spaces and a tarmac path between the car park and the entrance, will ensure that all members of the public have access to the museum. Joint funding across both North and Washington areas, as the project is geographically located on the boundary of both these areas. Building work on the access path and car park is scheduled to commence in March, and it is anticipated that the full budget allocation will be used.

**Strategic Initiatives Budget: Washington Live Project Update**  
**4th April 2007**

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>The ISIS Project - Developing and extension of the Wellness Project</b>	04.10.06	5.585	2.6	2.985	The ISIS Project

In October 2005, the ISIS project was allocated £10,000 for the research and production of a feasibility study looking at the premises needs of the project. The study has now been completed and an in depth feasibility study carried out, but the total amount claimed for the work was only £4,415. The project requested and were granted a virement of the remaining allocation £5,585 at Area Committee, October 2006, to extend and develop the current wellness programme, and to bring in new elements to the service which would allow the project to work alongside a qualified nurse to complete personal health plans including health monitoring, diet and exercise plans. Currently the project have provided 10 sessions of the 'Wellness Group', 8 sessions of 'Choosing Health Education', 8 clinics of Health Monitoring and Health pathways. Expenditure is ongoing

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Sunderland International Kite Festival 2007 - Music Stage</b>	29.11.06	5	0	5	Community & Cultural Services

Sunderland International Kite Festival which will take place on 30th June and 1st July 2007, is the biggest of it's kind in the country and attracts visitors from all over the world, to the Washington area. The festival not only attracts kite flyers, but hosts an extensive international music programme, arts installations, children's activities, street theatre, food marquee and much more. SIB funding will contribute towards the hiring of a purpose built outdoor stage for the international music programme. Once the event has taken place in the summer the full budget will be sought.

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Washington Youth Karting Championship</b>	29.11.06	5.190	0	5.190	Sunderland Housing Group

SIB funding has been sought to set up an educational youth karting championship in Washington, with the aim of diverting youngsters into other activities who are at risk of offending and engaging in anti social behaviour. The various championships are scheduled to take place between December 2006 and April 2007. Once all of the karting championships have taken place the full allocation will be claimed.

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Area Committee Marketing Project</b>	07.02.07	8	0	8	Development & Regeneration

Funding across all six areas to continue the provision of a dedicated marketing communications functions to all Area Committees. This will include developing a comprehensive phase two Communications Strategy which will maximise publicity for all SIB and Community Chest funded projects, continue to raise awareness of SIB and the projects supported by the fund and shape the range of applications being submitted. This will be achieved through various communications tools including, local press coverage, newsletters and display material at community and funding events.

**Strategic Initiatives Budget: Washington Live Project Update**  
**4th April 2007**

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Washington Boxing Club - Health &amp; Safety Improvements</b>	07.02.07	4.532	0	4.532	Washington Boxing Club
Washington Boxing Club currently provides boxing and keep fit activities for all members of the Washington community, but has a specific emphasis on young people to help to provide diversionary activities for young people, while at the same time helping them to learn discipline and respect. SIB funding has been sought to replace the current emergency doors and sparing mats as a result of security and health and safety issues.					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>North Washington Youth Inclusion Project - Mini Bus</b>	07.02.07	10	0	10	North Washington Youth Inclusion
SIB is being used as match funding together with £30,000 from the Variety Club to purchase a new mini bus. The mini bus will be used for school, evening and weekend activities with 13 -16 year olds at risk of offending, will provide transport for groups of parents and local community groups involved with the Youth Inclusion Project, and the provision of this mini bus will also enhance the work of the project, in engaging with 50 of the most prolific young offenders and those on the fringe of this group.					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Bridge Reaching Out to Women - Gap Funding</b>	07.02.07	24.946	0	24.946	Bridge Women's Education & Support Project
SIB funding has been sought to provide gap funding for a six month period, to support a range of activities aimed at promoting physical and mental health for local women. The gap funding will allow the project to continue, pending the result of a bid to Lottery Reaching Out programme, which is anticipated to be by June 2007. The programme will provide an extensive range of health and support activities which will include, Walking initiatives, Health MOT's, Healthy lifestyle programmes, Physical exercise programmes, Dance initiatives, Healthy eating, Mental Health awareness / stigma training, Complementary therapies and Talking treatments, Healthy breakfast schemes, and Drop in initiatives for women who are socially isolated along etc. As this is a new allocation no expenditure has been sought to date.					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Washington Pride Web Development</b>	07.02.07	15.560	0	15.560	Bridge Women's Education & Support Project
SIB funding has been sought to work hand in hand with Sunderland City Council's E-Neighbourhood Team, who currently work with community and voluntary groups throughout the City to enable them to make better use of IT, to develop a web resource for Washington Pride, to promote its use amongst members of the Washington community. A team from the 'Bridge Project' which has been active in the Washington area for over twenty one years, will also be seconded to help in the development of the web resource. SIB funding will contribute towards salaries, on costs, travel expenses, management costs, stationary, publicity, meeting support and launch costs. As this is a new project no expenditure has been sought to date.					



**Strategic Initiatives Budget: Washington Live Project Update**  
**4th April 2007**

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Bowes Railway - Feasibility Study</b>	07.02.07	8	0	8	Community & Cultural Services
<p>SIB funding has been sought to compile a feasibility study to provide clear, concise and costed recommendations to ensure Bowes Railway Museum is a relevant, appropriate and sustainable visitor attraction from a local, regional and national perspective. Bowes Railway Museum represents a unique historical part of the National Coal Board's railway in the North East and comprises of two working inclines, and the Railway's Engineering and Wagon Stops. There are also two adult education schemes that run on the site which are managed by the YMCA and cater for young adults in providing work experience and preparing them to find permanent employment, by providing them with a basic knowledge of laying and replacing tracks and using various hand and power tools. As this is a new approval no expenditure has been sought to date.</p>					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Wearside Women in Need - Training &amp; Outreach Resource Centre</b>	07.02.07	20	0	20	Wearside Women in Need
<p>Wearside Women in Need have secured the lease on a large property, where they are going to develop a Training and Outreach Centre, based in Concord Shopping area, which is easily accessible to the residents of Washington and the wider City. The centre will be located in an area that experiences high levels of poverty, deprivation and widespread problems such as homelessness and drug addiction. The main refurbishment of the building will be completed by the project and SIB will fund equipment costs relating to the development of the Children's education and therapy room and the training facilities room. The centre once complete, will provide an invaluable training venue and a vital drop-in service, where an enhanced advice and information service will be on offer to a wide variety of individuals and groups which Wearside Women in Need serve. Education and life skills training will also be offered, which will include basic skills and literacy training. The refurbishment is scheduled to commence in March and hopefully be complete, by the end of the year.</p>					
<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Installation of electricity supply for Eurocamps Soccer Centre</b>	07.02.07	4.850	0	4.850	Eurocamps Soccer Centre
<p>Eurocamps run football coaching sessions for children of primary and secondary school ages and work in partnership with local schools and the wider community, by providing behaviour management programmes. SIB funding is for the installation of 50mm of mains electrical cabling to install an electricity supply from the main school building, to the Eurocamps base at Oxclose school, which will allow the extended use of the facilities and open it up for wider usage. As this is a new approval no expenditure has been sought to date.</p>					

**Strategic Initiatives Budget: Washington Live Project Update**  
**4th April 2007**

<b>Project</b>	<b>Approval</b>	<b>Alloc. £k</b>	<b>Exp. to date</b>	<b>Balance £k</b>	<b>Lead Agent</b>
<b>Washington Events Budget</b>	30.11.05	8.609	0	8.609	Development & Regeneration
<p>An Events Budget has been established for the Washington Area Committee. It is intended to enhance the support that the Committee is able to offer to support local groups operating in the area. Expenditure to date has been in respect of three projects: a survey towards the preparation of a Masterplan towards the regeneration of Princess Anne Park; a tour of Washington by local Councillors and Council staff; and a contribution towards the Multi Cultural Family Event, MELA held in June. All the projects were approved by the Washington Area Chair.</p>					
<b>Totals</b>		<b>262.640</b>	<b>38.694</b>	<b>223.946</b>	

**Item No.13 STRATEGIC INITIATIVES BUDGET: WARD-BASED COMMUNITY CHEST**

**Report of the Director of Development and Regeneration and the City Treasurer**

**1. Purpose of the Report**

- 1.1 The purpose of this report is to report the outcome of a review of the Community Chest Grant Conditions and agree the return of funding for unclaimed approvals from 1998/1999 to 2004/2005.

**2. Description of Decision**

- 2.1 The Committee is requested to approve:

- the revised Community Chest Grant Conditions as set out at Appendix 1;
- the return of unclaimed approvals from 2003/2004 to 2004/2005 to individual Wards within the Area Committee;
- the return of unclaimed approvals from 1998/1999 to 2002/2003 to the Area Committee;
- agree the principle of carrying over unallocated Community Chest budget from one financial year to the next.

**3. Background**

- 3.1 At the Area Chairs meeting held on the 6th September 2006 it was reported that unclaimed approvals from Community Chest had been identified for 2003/2004 and 2004/2005.

- 3.2 At that time it was agreed the Community Chest Grant Conditions should be revised with the aim of reflecting similar arrangements already in place for the Strategic Initiatives Budget. Under those arrangements time limitations are in place whereby approvals unclaimed within a two-year period are returned to the Area Committee for reallocation.

- 3.3 Since the Area Chairs meeting in September further analysis has taken place to assess the position in respect of amounts unclaimed for the period prior to 2003/2004.

**4. Community Chest Grant Conditions**

- 4.1 Attached at Appendix 1 are the revised Community Chest Grant conditions, which it is proposed be adopted for 2007/2008 approvals.

- 4.2 The proposed conditions have been revised to reflect the criteria utilised within the provision of general Strategic Initiatives Budget funding. This clarifies the position of unclaimed grant and it is made clear in the grant conditions that any grant unclaimed after a period of two years from the date of award will be returned to the Area Committee.

## 5. Unclaimed Approvals

- 5.1 To reflect the adoption of the revised grants conditions as set out at paragraph 4, it is proposed that unclaimed approvals more than two years old should be returned to Area Committees for reallocation.
- 5.2 It is proposed unclaimed allocations in respect of 2003/2004 and 2004/2005 be returned to individual Wards. The position in respect of Washington Area Committee is set out below:

	£
East	0
West	577
Central	0
North	522
South	765
	<hr/>
	1864

- 5.3 It is proposed that the unclaimed allocations for the period 1998/1999 to 2002/2003 be returned to the Area Committee. For Washington Area Committee this totals £21,965.
- 5.4 The total amount to be returned to Washington Area Committee is therefore £23,829.
- 5.5 The position in respect of 2005/2006 unclaimed allocations will be considered during the second round of Area Committee meetings in 2007/2008.

## 6. Carry forward of Uncommitted Community Chest Budget

- 6.1 In addition to the above issues, consideration has also be given to whether the historical practise of committing the full Community Chest budget within each financial year ensures best value is being obtained from the available funds. In recent years there is evidence of a 'rush' of allocations being made in the later months of the financial year which could call into question whether best value is being achieved.
- 6.2 It is therefore proposed that in future, Area Committees be allowed to carry forward unallocated Community Chest budget at 31<sup>st</sup> March from one financial year to the next.

## 7. Reasons for the Decision

- 7.1 To ensure that unclaimed amounts of Community Chest funds are available for reallocation to alternative projects after a reasonable period of time.

## 8. Alternative Options

- 8.1 No alternative options are recommended

## Background Papers

Report to Area Chairs Meeting 6<sup>th</sup> September 2006  
Report to Area Chairs Meeting 6<sup>th</sup> March 2007

## COMMUNITY CHEST GRANT 2007/08

### Conditions of Grant

1. It is important that the Council ensures value for money is achieved through the use of public funds. As such, the applicant should provide details of how the estimated costs / expenditure has been arrived at. Where this includes the purchase of goods, works or services from a third party then quotations or estimates should be provided with the application, unless it is of a nominal value.
2. Grants are made on condition that they are used solely for the purpose as reported at the Area Committee. Any proposed variation in the use of grant monies must have the prior approval of the Area Committee. Should any of the terms and conditions described not be adhered to Community Chest funding may be suspended or withdrawn and the project required to repay any funding it has spent to date.
3. Funding will only become available once the offer letter has been signed and returned. Applicant organisations applying for a Community Chest grant must have a current bank account in the name of the organisation requiring a minimum of two signatories. The City Council will not make Community Chest grant cheques payable to individuals even if they are a lead representative of the organisation. Any spend prior to approval will not be eligible for a Community Chest grant.
4. The approval of the Area Committee to support a project will remain in place for two years from the date of the Area Committee approval. Once the two years have elapsed, any unused allocation will be returned to the Area Committee for reallocation. Organisations should therefore ensure claims are made as soon as possible.
5. Payment of grant will be made on submission of receipts/invoices to Sunderland City Council ('the City Council'). In cases where a project wishes the City Council to pay a supplier or organisation direct (i.e. a third party), a letter from the organisations lead representative authorising the City Council to release funding on their behalf will be required. In these instances the value of the grant awarded by the Area Committee will be considered to include VAT as the City Council is unable to recover VAT on payments made to third parties.

6. There is not the facility to exceed the amount of Community Chest allocation awarded, and the Council does not accept any liability should the original estimates prove to be inaccurate or insufficient.
7. Projects are required to provide accurate and verifiable accounting records for all Community Chest expenditure. This information must be available on request at any time for inspection together with supporting invoices, receipts and other relevant documents. Records must be retained for a minimum of 7 years from the date of this letter.
8. Any income arising from the rent, hire, lease or use of any building or equipment as a result of Community Chest Grant must be used for the benefit of the approved project.
9. Where the grant allocation is for capital works such as purchase of equipment, fencing and the like, the applicant must create and maintain a capital asset register of items which have a useful life of more than one year. A copy of the asset register must be lodged with the City Council. The asset register must include the name or description of the asset, the quantity purchased, serial numbers (where applicable), cost of purchase, guarantee details, reference to a relevant invoice and details, where appropriate, of disposal of the asset. Each asset must be coded/marked and provided with a serial number or some other means of identifying it as an item purchased with Community Chest support.
10. Where a grant is made for equipment and the organisation ceased to function, or the equipment is no longer used, proposals to dispose of any asset purchased wholly or partly with Community Chest support must receive prior approval from the City Council's Regeneration Service at the Civic Centre, Sunderland telephone number (0191) 5531211.
11. It is the project's responsibility to obtain the necessary landlord's approval where works involve alterations to a building of which the applicant is not the owner. The project must also obtain all other approvals necessary for the scheme including planning permission, listed buildings consent and building regulations approval. All approvals must be obtained before work starts. An award of grant assistance does not include or imply any other approval.
12. Organisations must have the appropriate public liability and employer's liability insurance in place for the activities they provide. Furthermore, all purchased goods should be adequately insured (where appropriate).
13. The Council reserves the right to visit the project at any reasonable time to monitor progress, inspect the assets and asset register, and ascertain that the grant conditions are being observed. The applicant must provide all relevant information requested by the Council.

14. Projects should take all necessary steps to secure the health, safety and welfare of all persons involved in the project.
15. Projects must be conducted in a non-party political manner.
16. Projects must be managed in accordance with all appropriate statutory requirements and employment legislation and must not be conducted in any way as to bring the City Council into disrepute.
17. Organisations must be able to demonstrate that they have an open access/equal opportunities approach towards their facilities and activities. Organisations are required to take reasonable steps to ensure their activities can be made available for as broad a range of people as possible and that positive measures are put in place to remove any barriers to access.
18. The project should ensure that, wherever appropriate, publicity generated by the project acknowledges Community Chest support. The logo can be obtained from the Marketing and Communications Team (Tel 0191 553 1933).

Any comments or queries please contact Cath Morrow, Regeneration Services, Civic Centre, Sunderland. Telephone number 0191 553 1211.