

WEST SUNDERLAND AREA COMMITTEE

AGENDA

**Meeting to be held in the Civic Centre (Committee Room No. 1) on
Thursday, 5th April, 2007 at 5.00 p.m.**

ITEM	(* Denotes an item relating to an executive function)	PAGE
1.	Apologies for Absence	
2.	Minutes of the last meeting of the Committee held on 8th February, 2007. (Copy herewith).	1
3.	Declarations of Interest	
4.	Presentation from Northumbria Police on Crime Rates Relating to the West Sunderland Area	-
5.	Minutes of the Local Multi-Agency Problem Solving Groups Report of the Local Multi-Agency Problem Solving Group (copy to follow).	-
6.	Housing and Council Tax Benefit Progress Report Report of the City Treasurer (copy herewith).	5

This information can be made available on request in other languages.
If you require this, please telephone 0191 553 1059.

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| 7. | Northern Children's Book Festival | 8 |
| | Report of the Director of Community and Cultural Services (copy herewith). | |
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| 8. | Reader Development Strategy and Activities | 10 |
| | Report of the Director of Development and Regeneration (copy herewith). | |
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| 9. | Library Management System Migration Project | 15 |
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| 10. | Strategic Initiatives Budget Update | 18 |
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| 11. * | Strategic Initiatives Budget (SIB) : Regeneration Issues Report | 27 |
| | Report of the Director of Development and Regeneration (copy herewith). | |
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| 12. | Strategic Initiatives Budget : Ward Based Community Chest | 59 |
| | Report of the Director of Development and Regeneration and City Treasurer (copy herewith). | |

R.C. RAYNER,
City Solicitor.

Civic Centre,
SUNDERLAND.

28th March, 2007.

At a meeting of the WEST SUNDERLAND AREA COMMITTEE held in the CIVIC CENTRE, SUNDERLAND on THURSDAY, 8TH FEBRUARY, 2007 at 5.00 p.m.

Present:-

Councillor D. Forbes in the Chair

Councillors Allan, Arnott, Gofton, J.B. Scott, P. Watson, S. Watson, Wilson and T. Wright

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors L. Martin and Morrissey.

Minutes

1. RESOLVED that the minutes of the last meeting of the Committee held on 30th November, 2006 (copy circulated) be confirmed and signed as a correct record.

Declarations of Interest

Item 9 – Strategic Initiatives Budget : 2006/7 Ward Based Community Chest

Councillor S. Watson declared a personal interest in the item as a member of the Pennywell Community Centre.

Councillor Allan declared personal and prejudicial interest in the item as a Governor of Hastings Hill Primary School.

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

Acting Inspector Jackie Clark was in attendance and presented for Members' information details of crimes committed in each ward of the West Sunderland Area for the period 1/01/06 to 31/12/06. Inspector Clark reported an overall increase in crime and disorder of 0.64% and updated the Committee on crime rates relating to each Ward as follows:-

- 5.34% decrease in Barnes ward;
- 7.01% increase in Sandhill ward;
- 3.91% decrease in Pallion ward; and
- 4.95% increase in St. Annes ward.

(For copy Statistics – see original minutes).

In response to a query from Councillor T. Wright, Inspector Clark advised that sexual offences were now recorded differently meaning that certain offences which did not come under the category previously had to be included in the figures. This attributed to the 50% increase in the period.

2. RESOLVED that the crime statistics be received and noted.

Minutes of the Local Multi-Agency Problem Solving Group

Inspector Clark provided highlights of the Local Multi-Agency Problem Solving Group (LMAPS) for Springwell, Plains Farm, Grindon, Barnes and Thorney Close and for South Hylton, Ford, Pallion and Pennywell.

(For copy report – see original minutes).

The Chairman stated that he was pleased with the presentation of the report, advising that the breakdown of details provided for each incident would prove helpful to the Committee.

Councillor P. Watson raised concerns over public participation in meetings advising that if people felt they would not be a full part of the process then they would not attend. Inspector Clark advised that initiatives were about to be set up to encourage public attendance at Community Engagement Meetings which would then feed back into the LMAPS.

3. RESOLVED that the minutes be received and noted.

Heritage Open Days

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

(For copy report – see original minutes).

Mr. S. Henderson, Project Development Manager, outlined the report to the Committee, advising that last years event had been a huge success with 42,904 people visiting the 181 properties, tours and events across Tyne and Wear. There were 8,635 visits to the 53 buildings and activities open in Sunderland.

The Civic Trust had confirmed that the 2007 event would take place from 6th - 9th September, 2007 and it was anticipated that the Tyne and Wear event would be funded by contributions from the five Councils and additional external sponsorship.

4. RESOLVED that the report be 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) providing the Committee with information on expenditure from the Strategic Initiatives Budget (SIB) on the following projects that it had previously funded through its SIB allocation:-

- Volunteer Outreach Project, which was awarded £3,333 in September 2005;
- Sunderland Juvenile Service, which was awarded £10,800 in January 2006.

(For copy report – see original minutes).

Bill Blackett, Area Regeneration Officer, introduced Ms. Anna Jones in respect of the Volunteer Outreach Project who proceeded to provide Members with a commentary on her feedback report and answer questions thereon.

Mr. Anthony Gonzalez provided Members with an update on the Sunderland Juvenile Services Project, which worked towards reducing youth crime and anti social behaviour and prevent re-offending by offering information, guidance and support.

The Chairman having thanked Ms. Jones and Mr. Gonzalez for their presentation, 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 t (copy circulated) outlining the current expenditure from the Strategic Initiatives Budget (SIB) and applications for funding from this budget in order to support new initiatives that would benefit the area.

(For copy report – see original minutes).

Bill Blackett, Area Regeneration Officer, presented the report and advised that after the last meeting held on 30th November, 2006, the 2006/07 budget balance was £67,599. The single applications contained within the report were requesting a total of £25,000 from the 2006/2007 budget, which if supported would leave £42,599 to be allocated.

Mr. Blackett provided Members with a summary of the applications and introduced Ms. Moya Thirlwell from the Plains Farm Extended Play Services Project, Mr. Steve Eagling from the St. Luke's Terrace CCTV Project and Ms. Jane Gattis from Area Committee Marketing Project, who all addressed comments and questions from Members.

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

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

- (i) £7,000 from the 2006/07 budget as a contribution to the Plains Farm Play Services Development;
- (ii) £10,000 from the 2006/07 budget as a contribution to the St. Luke's Terrace CCTV Project; and
- (iii) £8,000 from the 2006/07 budget as a contribution to the Area Committee Marketing Project.

Strategic Initiatives Budget : 2006/07 Ward Based Community Chest

The Director of Development and Regeneration submitted a report (copy circulated) on 20 projects recommended for approval from the 2006/07 Community Chest Scheme in respect of Barnes, Pallion, Sandhill and St. Anne's Wards.

(For copy report – see original minutes).

7. RESOLVED that approval be given to the 20 projects recommended for support from the 2006/07 budget with a total value of £17,598 as detailed in Annex 1 to the report.

(Signed) D. FORBES,
Chairman.

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

BARNES

Item No.4

	01/02/2004 to 31/01/2005	01/02/2005 to 31/01/2006	Change 2004/5 to 2005/6	01/02/2006 to 31/01/2007	Change 2005/6 to 2006/7	Two Year change
Barnes						
Violence	117	97	-17.09%	93	-4.12%	-20.51%
Sexual Offence	12	4	-66.67%	5	25.00%	-58.33%
Robbery	9	15	66.67%	5	-66.67%	-44.44%
Burglary Dwelling	44	54	22.73%	54	0.00%	22.73%
Burg OTD	45	40	-11.11%	41	2.50%	-8.89%
Theft	164	140	-14.63%	128	-8.57%	-21.95%
Damage	163	155	-4.91%	196	26.45%	20.25%
Fraud	39	24	-38.46%	14	-41.67%	-64.10%
Drugs	17	5	-70.59%	5	0.00%	-70.59%
Other	9	3	-66.67%	9	200.00%	0.00%
Theft from Vehicles	83	98	18.07%	84	-14.29%	1.20%
Theft Of/Taking Vehicles	65	46	-29.23%	42	-8.70%	-35.38%
Total	767	681	-11.21%	676	-0.73%	-11.86%

PALLION

	01/02/2004 to 31/01/2005	01/02/2005 to 31/01/2006	Change 2004/5 to 2005/6	01/02/2006 to 31/01/2007	Change 2005/6 to 2006/7	Two Year change
Pallion						
Violence	185	151	-18.38%	150	-0.66%	-18.92%
Sexual Offence	12	8	-33.33%	14	75.00%	16.67%
Robbery	7	5	-28.57%	8	60.00%	14.29%
Burglary Dwelling	99	77	-22.22%	74	-3.90%	-25.25%
Burg OTD	65	77	18.46%	77	0.00%	18.46%
Theft	225	220	-2.22%	206	-6.36%	-8.44%
Damage	364	354	-2.75%	364	2.82%	0.00%
Fraud	17	19	11.76%	15	-21.05%	-11.76%
Drugs	23	41	78.26%	29	-29.27%	26.09%
Other	16	26	62.50%	19	-26.92%	18.75%
Theft from Vehicles	84	95	13.10%	72	-24.21%	-14.29%
Theft Of/Taking Vehicles	65	72	10.77%	63	-12.50%	-3.08%
Total	1162	1145	-1.46%	1091	-4.72%	-6.11%

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

ST ANNES

	01/02/2004 to 31/01/2005	01/02/2005 to 31/01/2006	Change 2004/5 to 2005/6	01/02/2006 to 31/01/2007	Change 2005/6 to 2006/7	Two Year change
St annes						
Violence	176	145	-17.61%	140	-3.45%	-20.45%
Sexual Offence	11	15	36.36%	20	33.33%	81.82%
Robbery	5	7	40.00%	4	-42.86%	-20.00%
Burglary Dwelling	43	35	-18.60%	38	8.57%	-11.63%
Burg OTD	36	26	-27.78%	59	126.92%	63.89%
Theft	126	141	11.90%	142	0.71%	12.70%
Damage	337	288	-14.54%	294	2.08%	-12.76%
Fraud	11	7	-36.36%	5	-28.57%	-54.55%
Drugs	22	14	-36.36%	16	14.29%	-27.27%
Other	13	11	-15.38%	9	-18.18%	-30.77%
Theft from Vehicles	44	51	15.91%	54	5.88%	22.73%
Theft Of/Taking Vehicles	61	28	-54.10%	38	35.71%	-37.70%
Total	885	768	-13.22%	819	6.64%	-7.46%

SANDHILL

	01/02/2004 to 31/01/2005	01/02/2005 to 31/01/2006	Change 2004/5 to 2005/6	01/02/2006 to 31/01/2007	Change 2005/6 to 2006/7	Two Year change
Sandhill						
Violence	251	197	-21.51%	240	21.83%	-4.38%
Sexual Offence	16	5	-68.75%	13	160.00%	-18.75%
Robbery	9	5	-44.44%	10	100.00%	11.11%
Burglary Dwelling	62	30	-51.61%	51	70.00%	-17.74%
Burg OTD	30	31	3.33%	43	38.71%	43.33%
Theft	198	148	-25.25%	140	-5.41%	-29.29%
Damage	368	349	-5.16%	380	8.88%	3.26%
Fraud	35	22	-37.14%	26	18.18%	-25.71%
Drugs	24	10	-58.33%	15	50.00%	-37.50%
Other	6	18	200.00%	18	0.00%	200.00%
Theft from Vehicles	52	42	-19.23%	42	0.00%	-19.23%
Theft Of/Taking Vehicles	47	54	14.89%	50	-7.41%	6.38%
Total	1098	911	-17.03%	1028	12.84%	-6.38%

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

SUNDERLAND WEST TOTAL FIGURES

A4 Sector West	01/02/2004 to 31/01/2005	01/02/2005 to 31/01/2006	Change 2004/5 to 2005/6	01/02/2006 to 31/01/2007	Change 2005/6 to 2006/7	Two Year change
Burglary						
Dwelling	275	210	-23.64%	236	12.38%	-14.18%
Burg OTD	180	179	-0.56%	228	27.37%	26.67%
Damage	1283	1201	-6.39%	1297	7.99%	1.09%
Theft from Vehicles	286	318	11.19%	265	-16.67%	-7.34%
Theft Of/Taking Vehicles	255	214	-16.08%	207	-3.27%	-18.82%
Violent Crime	840	691	-17.74%	735	6.37%	-12.50%
Total	4075	3641	-10.65%	3781	3.85%	-7.21%

LOCAL MULTI-AGENCY PROBLEM SOLVING GROUPS TEMPLATE

LMAPS MEETING FOR: South Hylton, Ford, Pallion and Pennywell

DATE OF MEETING: 13th February 2007

Meeting Number 3.

Glossary of Terms	
ABAs	Acceptable Behaviour Agreements
ARO	Area Regeneration Officer
ASB	Anti-Social Behaviour
ASBO	Anti-Social Behaviour Order
CD	Criminal Damage
CEM	Community Engagement Meeting
ES	Environmental Services
LA	Local Authority
NRT	Neighbourhood Relations Team
PCSOs	Police Community Support Officers
SCC	Sunderland City Council
SHG	Sunderland Housing Group
SSP	Safer Sunderland Partnership
YOS	Youth Offending Service

NB. Problems and Hotspots are as described at previous meeting on 05.12.06 and 09.01.07 unless described as 'NEW'. Updates are from meeting on 13.02.07 unless otherwise described.

NAME	ORGANISATION	CONTACT DETAILS
A/Insp. Jackie Clark	Northumbria Police	jackie.clark.8347@northumbria.pnn.police.uk
Sgt Bruce Wild	Northumbria Police	Bruce.wild.1068@northumbria.pnn.police.uk
Julie Charles	Sunderland City Council NRT	Julie.charles@sunderland.gov.uk
Barbara Cruikshank	Sunderland City Council NRT	Barbara.cruikshank@sunderland.gov.uk
Terri Morris	Sunderland City Council SCT	Terri.morris@sunderland.gov.uk
Alan Downey	Sunderland Housing Group	Alan.downey@sunderlandhousing.co.uk
Joanne Freeman	Sunderland Housing Group	Joanne.freeman@sunderlandhousing.co.uk
Stuart Graham	Sunderland City Council – TYE	Stuart.graham@sunderland.gov.uk
APOLOGIES		AGENDA
Andrew Old - ES		1. Welcome, Introductions & Apologies for Absence
Gaynor Stokes – Wearkids		2. Minutes/actions from previous meeting
Richard Parry		3. Key priorities – Updates <ul style="list-style-type: none"> ▪ Update from Inspector Clark & team.
		4. New Priorities <ul style="list-style-type: none"> ▪ Problem parking and obstructions on Pennywell Industrial Estate.
		5. Any Other Business

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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)	Nothing to report						
Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)	SOUTH HYLTON Ford Crescent area	Motorcycle disorder both on road and on footway between houses and metro lines. No new reports from residents. A representative from the street in question has reported a noticeable drop in incidents. South Hylton is subject to a traffic survey and public consultation on traffic calming measures. Police have liaised with local councillor re the possibility of traffic calming measures to be installed on Ford Crescent. Established that LA hasn't taken the land back from Nexus until certain conditions are met.	Local residents	Police	Motorcycle operation conducted last week South Hylton, Grindon, Thorney Close and Farringdon. 1 quad seized, 2 bikes for offences and vehicle offence. Few calls since operation. No further complaints.	No further progress can be made on amending the footpath through LMAPS until LA and Nexus reach an agreement. Police will continue to take appropriate action re motorcycle disorder in the meantime.	Closed
	SOUTH HYLTON Metro	ASB at Metro Station Councillor Watson has			Police update that there is very little activity there with regard to youth disorder.	1. BC to follow up with Council CCTV Control Room to highlight this	Barbara Cruikshank

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	Station	expressed concerns about ASB and all LMAPS areas have been asked to look at ASB in Metro Stations in general. BTP figures for the stations were obtained and shared with partners, which didn't show high numbers of complaints for South Hylton. May be under-reported due to the short-lived and transient nature of possible offenders who then board trains. Youth Providers have tried to do detached work down there but it is difficult to access – experience is that it is usually ordinary youths and not a major ASB problem. The CEM meeting in October reported that the problem had reduced. Noted that the population of South Hylton is increasing and problems are likely to increase with it.			CCTV control room confirmed that only 2 cameras overlooking the station are working. The camera looking up Hylton Road isn't working.	<p>station for sustained monitoring.</p> <p>2. Insp. Clark to update Cllr Watson with regard to disorder and damage complaints.</p> <p>3. BC to follow up with regard to repair of council CCTV to highlight importance of observing Hylton Road.</p>	<p>Inspector Clark</p> <p>Barbara Cruikshank</p>

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	SOUTH HYLTON	<p>Resident has apparently extended the boundary of his premises and erected a fence around it. Vehicle repairs are carried out on the land and oil etc is being disposed of onto the land.</p> <p>It is thought that this land may be the responsibility of the Environmental Section in ES. May also be responsibility of Northumbria Water.</p> <p>BC reported further complaints made. ES haven't reported back yet.</p> <p>Request for aerial photo has been declined.</p>	Local environment	SCC BC	<p>Property services have 2 cases open. Dave McGregor looking into unauthorised activities. The land does belong to the Council and Aerial shots show that he has extended to the side. Property Services investigating.</p> <p>Police have received no further complaints.</p>	<p>1. Await outcome of Property Services investigation and report back.</p>	BC SCC

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Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)	FORD & PALLION	<p>Eggs being thrown at property and car of resident</p> <p>Police made visible door-to-door enquiries as a deterrent. Barbara Cruikshank and Steve Kell visited to reassure resident that action was being taken.</p> <p>Egg throwing had died off as at 05.12.06.</p> <p>09.01.07 BC reported phone-call from very distressed resident BC applied for a RIPA and had a camera installed.</p>	Residents	Police PC 540/610	Overt camera 21.12.06. no further attempts on the property. Camera due to be taken out and it is thought that incidents are likely to increase when the deterrent is reduced. Police confirmed that the resident hadn't called the police on 09.01.07	<ol style="list-style-type: none"> 1. CBM to maintain ad hoc contact for reassurance 2. BC to reissue advice to resident to call the police as well as Council when an incident occurs. 3. BC and Police to share info in between meetings. 	Sgt Bruce Wild SCC BC

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Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)	PENNYWELL	ASB Family are already subject of a SPO. Target 1 is currently on court bail for disqualified driving and also on police bail for assault. COSC cameras located in the immediate vicinity of His address do not appear to be being monitored and opportunities for action against Him are being missed. Agreed that it isn't sustainable for PCSOs or NRT officers to be monitoring in the Council Control room. He is under curfew order between 7pm and 7am and has been quiet.	Local residents	SHG AD	NOSP served by SHG, monitoring daughter who may be referred to Wear Kids.. Police no further complaints since the last arrest. Pleaded guilty and was convicted on charges; awaiting sentencing.	No further LMAPS action	Closed

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	Monitoring of CCTV Cameras	CCTV issue discussed at the CCTV Strategy Meeting and will be progressed there. Police team are still experiencing difficulty when requesting monitoring of live incidents. Agreed that it isn't sustainable for PCSOs or NRT officers to be monitoring in the Council Control room. Youths are under the impression that the cameras aren't working and so it is important to demonstrate to them that they are being monitored and that the operators and police coordinate their response to footage.				1. Police officers to call each shift to alert council camera operators to who is on duty and share information on hotspots.	Police
	PENNYWEL L, Nookside Lodge	Reports of youths gathering and damage to the fence. Accessing through the		Police SCC NRT.	Police recommend removal of the privets to reduce cover and repair the fence.	Bruce Wild to liaise with JC to establish location and ownership of land.	Sgt Bruce Wild

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		damaged fence and using as a drinking den, even going as far as to erect a tent.... Recent fire.			Staff at the premises are hoping to improve the lighting at the back of the building.		Julie Charles.
	NEW Nookside Garages	Youths drinking, cutting through the fields. Thought to be the same youths as above. Hotspots are Thursday/Friday and Saturday nights	Residents	Police SHG	Youth providers made aware of the problem.	1. SHG to letter drop everyone in Hampstead Road and Square 2.	Alan Downey
Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)		No 1 target for burglaries on derelict properties. ASBO application granted. SSD are involved with the family with regard to disabled son, also subject of MAPVA. Possession hearings have taken place before but were suspended in light of the ASBO. ASBO has expired. Stopped and checked with associate. Bailed to father's address, however there is no stipulation that he is required to sleep there. Has to sign on a Friday.	Residents. SHG.	Police SHG	SHG due back in court in March to progress possession proceedings. YOS reported that they can look at bail breaches and press for additional conditions and curfew if necessary. He is a target for bail support. Police can check curfew compliance nightly. No 2 suspect is also a target, police have had no new intelligence since 25/01/07. Havelock/Highfield School damaged over the weekend. Demolition pending.	1. Prolific offender, police to continue to treat as No 1 Target. 2. SHG to progress with possession proceedings if he is convicted.	Police AD SHG

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Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)	Hexham Road	History of complaints from residents about disorder in the cut. Previous visit by Police, Council CCTV and NRT resulted in agreement to have cut realigned and a installation of a rapid deployment camera when the cut is straight enough for it to be able to monitor effectively. Police reported that the number of calls about this issue isn't high but that they suspect a combination of under-reporting and informal calls to police. Residents have, however, put names of Home Housing residents forward for ASB. Realignment of the cut is funded by SIB and should be completed by March. Subject to planning. Until the realignment is completed there is no value in installing a camera as visibility is too restricted. Positive feedback received following ES clean up.	Residents	Police, NRT.	Police operation conducted on Friday. 6-7 youths were stopped, 1 locked up for drunk and disorderly behaviour. 2 more home visits to be conducted – Julie Charles to contact Home Housing with regard to their inputs. Simon Smart agreed to a rolling programme with YOT with regard to graffiti removal. Ongoing, however, the graffiti is replaced. Cleansing removing litter and giving the area extra attention.	1. Cleansing to continue clearing the cut when necessary. 2. 2 homes still to visit. 3. JC to contact Steve Eagling to get an update on the timings for realignment of the cut. 4. TM and JC to invite Leslie Crinson from Home Housing to the next meeting. 5. JC to contact Andy Old with regard to cutting back the trees and continued cleansing.	ES SCC JC SCC TM and JC SCC JC

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		PC Richardson, Julie Charles and Home Housing visited. Parents of youths are pro LA and Police and are open to suggested interventions. Police warned that people will be locked up for disorder.					
	NEW Forbeck	Deliberate fires at void properties			4 properties lost in the fire. Due to be demolished – still in Council Planning process.	Find out if process can be accelerated due to the risk posed by the properties remaining.	Who?
	NEW Pennywell Industrial Estate	13-year-old problem of Burger Van causing an obstruction to vehicles and pedestrians. Serious obstructions caused by vehicles visiting the van. Has been asked by the police to re-site in a less problematic area (bus terminal) but has refused. New businesses moving into the units and complaints and problems likely to increase.			No concerns about the van from a health and safety point of view. Enforcement isn't sustainable from a police or local authority as it would need someone there full time. Insp. Clark liaised with Craig Wilkinson who has confirmed that bollards can be placed but that the LA aren't prepared to forcibly move the van in order to put the bollards in. Police consider the obstruction	1. TM to check the consent area for Pennywell. 2. Police have summonsed in relation to the Highways Act and the danger caused to other motorists – to update next meeting with outcome. 3. Police to follow up letter sent to Craig Wilkinson with details of the problem and the dangers posed to motorists.	SCC – TM Insp. Clark Insp. Clark

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					serious enough to warrant action, including forcible removal of the van.		
	Petersfield Road Gas Works	Contractors aren't removing the stone from the excavation work and it is being used to vandalise the youth project and surrounding houses. Potential increase in damage to dwellings in Pennywell and Ford as a result			Thought to be the responsibility of Transco and their contractors.	Cleansing to remove	
Hate Crime							
Domestic Violence							
Drugs Misuse							
AOB and Info	<p>Group asked for clarification from the Safer Communities Team and Business Support Group with regard to the decision-making processes for LMAPS funding.</p> <p style="text-align: center;">NEXT MEETING TO BE HELD AT 1PM ON THE 13th FEBRUARY AT SHG HAVELOCK.</p>						

LOCAL MULTI-AGENCY PROBLEM SOLVING GROUPS LMAPS MEETING FOR: <u>SPRINGWELL / PLAINS FARM, GRINDON, BARNES & THORNEY CLOSE</u> DATE OF MEETING: <u>13th February 2007</u>		
NAME	ORGANISATION	CONTACT DETAILS
VInsp Jackie Clark	Northumbria Police	Jackie.clark.8347@northumbria.pnn.police.uk
PC Kevin Jones	Northumbria Police	Kevin.jones.3934@northumbria.pnn.police.uk
Richard Parry	Sunderland City Council ARO	Richard.parry@sunderland.gov.uk
Julie Charles	Sunderland City Council NRT	Julie.charles@sunderland.gov.uk
Barbara Cruikshank	Sunderland City Council NRT	Barbara.cruikshank@sunderland.gov.uk
Terri Morris	Sunderland City Council SCT	Terri.morris@sunderland.gov.uk
Gordon Langley		
Jane Eland	Sunderland City Council CCS	Jane.eland@sunderland.gov.uk
Alan Downey	Sunderland Housing Group	Alan.downey@sunderlandhousing.co.uk
Joanne Freeman	Sunderland Housing Group	Joanne.freeman@sunderlandhousing.co.uk
Stuart Graham	Sunderland City Council – TYE	Stuart.graham@sunderland.gov.uk
APOLOGIES		AGENDA
Raynor Stokes		1. Welcome, introductions & apologies for absence
Richard Parry		2. Minutes/actions from previous meeting
		3. Key priorities – Updates
		4. New Priorities
		5. Any Other Business
		6. Time, date and venue of future meetings.

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Property Crime (Including burglary and Car Crime)	THORNEY CLOSE	Further Criminal Damage to Motor Vehicles in Thorney Close. Identified by a member of the public who made a statement to also identify him for the arson at Tadcaster Road. Refused to sign ABA.	Vehicle Owners	Police P.C. Welsh	Due in court on 22.02.07 for arson. No new intelligence or reports/complaints	No further LMAPS action	Closed
Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)	SPRINGWELL Allotments, Shrewsbury Crescent	Anti-Social Behaviour Leaflet drop conducted; no major problems reported, positive response to bollard removal and SSC have arranged to have the greenery cut back.	Allotment Holders & Residents	Police	Costs received from Steve Gales; £207 approx.	1. Steve Gales progressing	Steve Gales

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	SPRINGWELL ALL VOID PROPERTIES	<p>Intruders and thefts from void properties, Theft of fixtures/fitings inc copper piping</p> <p>Difference between void properties to be demolished and renovated – properties to be demolished can be stripped out, renovations can't. Amenities can be switched off but copper will be left.</p> <p>2 suspects identified for thefts –</p> <p>SHG have put up net curtains and sealed letterboxes on properties earmarked for renovation instead of armour glazing. 128 flats are being turned into 64 houses.</p> <p>SHG Service Level Agreement with renovators disallows having a 3rd party strip out any salvageable materials. All tenants should be out by the end of 2007, which will allow renovation to start.</p>	SHG & Residents	SHG & Police	<p>1 report of the bricks being removed and properties broken into. Contractors continued work before evidence of the break in could be gathered.</p> <p>1 suspect has moved. Still coming to the area.</p> <p>2nd suspect – number of arrests recently, no charges brought.</p>	<p>1. SHG and police to monitor and remain in contact re status of void properties.</p> <p>2. No further LMAPS action.</p>	<p>SHG Joanne Freeman</p> <p>Police - SGT Wild</p>

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Anti-Social Behaviour (including alcohol related crime and disorder and	GRINDON	Suspect 1 charged with Common Assault. ASBO Section 1C progressing. Suspect 2 @ court on 05.02 for ASBO, requested amendments. Not contesting.	Member of the public	Police P.C. Sheard	ASBO pending, arrested in Biddick (Washington).	1.Progress with application 2. Police to update following court appearance on 26/02/07.	Police S. Sheard

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Criminal Damage)	GRINDON	<p>Anti-Social Behaviour</p> <p>Number of police calls to the 'Steps' fish & chip shop reporting problems with youths gathering. Some over-reporting but still a genuine police concern. Also a problem with under-age drinking at Gerrard Road shops, probably emanating irresponsible and illegal sale of alcohol.</p> <p>NB – Shop at Galashiels Road being prosecuted for selling to under-age drinkers. 30 day turn around for a licensing hearing.</p> <p>Using cameras at the Civic Centre with police monitoring.</p> <p>Police have identified some of the youths at Gerrard Road and letters have been sent to parents – some of them younger children from Hastings Hill.</p> <p>Other actions to date have included using cameras to id offenders and make arrests for public order offences.</p>	Public / Residents	Police P.C. Sheard	<p>Joint visits conducted to homes at Hastings Hill.</p> <p>Proposal produced for Dream Scheme and Voluntary Activity, which has been a success nationally. To be progressed outside of the LMAPS meeting with ARO and rep from Sport and Leisure on 15th January and will report back.</p> <p>Licensee summonsed for selling to under-age youths. Will receive 2 tickets.</p> <p>Test purchases conducted. Calls have dropped off in the last 2 weeks, 1 report over the weekend of a large group.</p>	<p>1. Police to make at least one call per night to Gerrard Road - ongoing.</p> <p>No further LMAPS action required – see youth engagement sections.</p>	Closed.

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	GRINDON	<p>Noise, Anti-Social Behaviour, Threatening Behaviour Theft.</p> <p>1 Target self-harming, 2 Target-previous for sexual harassment, Reports of 2nd Target stealing from employer and selling items from flat No further complaints or calls to the police. SHG reported that 2nd Target is persistently complaining, SHG have applied for an eviction for non-payment of rent.</p> <p>1st Target isn't responding to calls. Ex-boyfriend on bail for assault and isn't supposed to approach her. SHG still trying to move her to alternative accommodation but can't contact, she has indicated that she is going back into rehab.</p>	Neighbours	SHG	<p>Target still hasn't responded to SHG contacts. Cancelled her place in rehab but is due for an assessment with view to new rehab place on 15th Feb. asked for a house in Springwell on DV grounds, has been offered places in Washington and Houghton. SHG have agreed to secure her property with a metal/screen door if she enters rehab.</p> <p>Ex boyfriend wanted by the police. 1st Target arrested 5 times since 01.01.07 for assaults/thefts/drugs and accused of sexual assault with another who is said to be living at the address unlawfully.</p>	<p>1. For MAPVA referral pending assessment on Thursday.</p> <p>2.</p>	<p>Police P.C. Sheard</p> <p>SHG A. Downey</p>

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IEW	GRINDON Gartland Rd, Galashiels Rd, Gleneagles Rd	Street Football, Member of the public injured.	Residents	Police Local Authority	Deferred to next meeting when visit has been completed. No further complaints	No further action required	Closed
	GRINDON	Anti-Social Behaviour X1 has ASBO. Curfew recently ended. Joint visit made to sign ABAs. Refused on the advice of their mother. Brothers have been looked at since for various CD offences and a racially aggravated offence at Grindon Chef.	Residents	Police	2 nd charged for burglary since last meeting. Stopped twice since January.	Police issue – no further LMAPS action	Closed

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	BARNES Barnes Park (play park)	Broken glass and litter in play parks. Question asked about the mechanism for initiating reactive clean up in between park inspections? Established that the LA contact is Mel Murch who will be able to update on proactive and reactive cleansing arrangements. All agreed that a directory of ES contacts would be useful.			PC Simpson spoke with Parks who confirmed that the park is inspected at 0730 each morning. Police have observed that the park is tidy first thing in the morning.	1. TM to get mobiles for cleansing operational staff and pass to the police.	closed
	BARNES	Youths gathering P.C. Simpson has met with Ward Councillors Carried over to next meeting	Residents / Public	Police P.C. Simpson	S. Gales & P.c. Simpson visited site to look at blocking off footpath. Pathway is a right of way and will need to be replaced at considerable cost if it is stopped up. Handrails and bollards are in place to stop youth running straight into the traffic. Council can monitor and maintain but won't remove. Police have a problem with youths hiding there.	1. noted by Stuart Graham as a hotspot to be considered with other Targeted Youth Engagement plans.	Stuart Graham

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	BARNES Low wall at the Corner of Durham Rd & Premier Rd, next to shops	Youths gathering	Residents / Public	Police P.C. Simpson		<ol style="list-style-type: none"> 1. S. Gales & P.C. Simpson to visit site to look at demolishing wall. 2. Police to ask Steve Gales to cost the re project with a view to sourcing other funding. 3. Invite Steve Gales to the next meeting. 	Police P.C. Simpson Property Services S. Gales

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Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)	THORNEY CLOSE	<p>Alcohol Related Crime & Disorder, Criminal Damage</p> <p>Assault within the house and in neighbourhood.</p> <p>Son arrested for breach of bail.</p> <p>Concerns about violence towards family members.</p> <p>SHG Legal Team Looking at tenancy demotion. Both sons are under ABAs.</p> <p>Younger son involved in low-level crime. Son on Alcohol and Anger Management Programmes.</p> <p>SHG reported the view that he is having a massive effect on the community ranging from his motorcycle offences, truanting and his threats to his family.</p> <p>Emergency meeting held before Christmas to discuss, the risk of his assaulting his pregnant sister. Has been arrested 4 times since 05.12.06 and pleaded guilty for assault on sister.</p> <p>Working with YOS. SSD strategy meeting with police and SHG – SSD resisting moving him away from the family. Julie Wales and John Pearson are liaising re ASBO and criminal activity</p>	Residents SHG Family members	SHG Police	<p>No police complaints in the last few weeks. Son living between parents residence. Case being led by Children's Services. Son is still a police target. Possibly at risk from father. ASBO unlikely to succeed as most arrests have resulted in no further action. Police unable to impose conditions in the household. SSD unwilling to enforce Son residence in secure accommodation at Monument House.</p> <p>SHG have applied to the court for possession. JF visited, viewed property in association with WWIN – Mother accepting property and moving with younger children but unlikely to sign termination on address on advice of solicitor. All children on the At Risk register; parenting issue in that Mother sending mixed messages and not enforcing punishments/restrictions. SSD will keep the baby unless the family move.</p> <p>Neighbours very concerned about the behaviour emanating from this address. Need to balance the risks and benefits of an ASBO. Still dealing with a 14-year-old boy who may end up homeless.</p>	<ol style="list-style-type: none"> 1. JF to progress with WWIN property. 2. Police to liaise with Julie Charles, Joanne Freeman and Julie Welsh re ASBO conditions (exclusion from Thorney Close and inclusion of motoring offences and burglary) then discuss with Children's Services. 3. Police and SHG to monitor Fathers house 4. Police to carry out Community Engagement Questionnaire exercise in the area this week. 5. Insp. Clark to escalate issue to BSG and Head of Children's services and Abbey Webster and Roz Reason. 	<p>Joanne Freeman PC Roger Welsh, Joanne Freeman, Julie Charles</p> <p>Roger Welsh</p> <p>Insp. Clark.</p>

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	THORNEY CLOSE	<p>Unruly Behaviour, Vulnerable Minor, Minor visiting Targets flat, and thought to be taking drugs. Repeat reckless arson in SHG property</p> <p>Mother welcomes son's referral to YOS.</p> <p>J. Freeman & P.C. Mann visited Target, difficulty in gaining entry. Target has refused to go into rehab. Fire Service has agreed to match fund a sprinkler system in the flat. SHG will serve Target with a NOSP if he refuses to leave the property voluntarily.</p> <p>Police have spoken to Target. Family aren't making a formal complaint. SSD have visited the family to discuss the drugs issue.</p>	Residents	<p>Police P.C. Mann</p> <p>SHG J. Freeman</p>	<p>Police have had no further complaints. Joanne Freeman has visited with Wearkids. Billy has been excluded from school for assaulting another pupil.</p> <p>Target has moved – Fire Service to supply sprinkler system.</p>	Referral to Wearkids – No further LMAPS action.	Closed
	Tilbury Gardens	Fighting between Farringdon and Thorney Close Youths.			Joint operation between South and West police teams to counteract resulted in 13 arrests. No incidents since. SHG have visited 2 homes	<p>Police to supply names for SHG to conduct visits.</p> <p>Police to send Gryphon letters.</p>	Insp. Jackie Clark

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	NEW	Violence and harassment.			Arrested for harassing elderly neighbour who spends all day away from her property as a result.	1. Invite Mark Nockels to next meeting.	Terri Morris
	NEW Thorney Close	Periodic complaints since 2004. Diaries kept by residents say that Targets going to the property and making excessive noise, drinking and urinating in the garden. 2 statements taken from neighbours who aren't prepared to appear in court.			Owner-occupier living with grandmother. People are afraid of him and the visitors to his house and are taking extraordinary steps to avoid him and his associates. One family who has moved out – was a regular complainant and may be prepared to make a statement. Julie Charles liaising with legal team with regard to ASBI to prevent associates congregating at the property. Incident last Friday where Target was stabbed. SHG conducted a survey in the road end 2006 – no complaints about this address. Not complaining to the police either.	1. JC to progress with ABSI enquiries – will pursue a 222 injunction if ASBI unsuccessful. 2. JC to follow up with ex-resident of 129 with regard to statement. 3. JC to remind complainants that it is possible to call the police anonymously or call 101. 4. Police to monitor	Julie Charles PC Welsh

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	NEW Thorney Close	Numerous complaints from flat downstairs and across the street about Target 1 who has been arrested twice for harassment and 3 times for section 5 incidents. Target 2 was arrested at the weekend.	Residents	SHG and police	SHG pursuing a possession order; unlikely to succeed as there has been no immediate violence. NOSP served and situation has worsened since. On bail under the condition they stay away from their neighbours. Possible ABSI application. Situation impacting on residents and is a strain on police and SHG resources.	1. Police to confirm bail conditions and check that they are being applied. 2. SHG to follow up NOSP.	Police Joanne Freeman
	NEW Thorney Close	Open housing for drinking and ASB. Several calls over the weekend plus one hoax call from the address.	Residents,	SHG and Police	SHG visited, may be subject to harassment Target 1 who – SHG previously served NOSP. 4 year old in the house and Joanne Freeman highlighting with Children's Services as possible risk from activities and targets frequenting the house.	1. SHG and Police joint visit. 2. Police to monitor. 3. TM to supply latest version of community engagement questionnaire to Insp. Clark. 4. PCSOs to conduct survey in the street.	Joanne Freeman Terri Morris
Domestic violence	NONE						
Drugs misuse	NONE						

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YOB	Youth Provision Grindon, Thorney Close and Farrington	<p>Large groups of youths gathering in Grindon.</p> <p>Youth provider has scaled down scheduled work in favour of detached provision in hotspots. Redirecting to Tilbury Close and play park at Somerset Road.</p> <p>SIB funding is ending March 07. SHG funding Thorney Close until March 08.</p> <p>Lee Ferry reported that A690 are funding a mobile football cage with football coaches.</p>				1. Youth Providers to continue targeting hotspots.	Lee Ferry and Gordon Langley

LOCAL MULTI-AGENCY PROBLEM SOLVING GROUPS TEMPLATE

LMAPS MEETING FOR: South Hylton, Ford, Pallion and Pennywell

DATE OF MEETING: 20th March 2007 1.00pm
SHG Office - Havelock

Meeting Number 4.

Glossary of Terms	
ABAs	Acceptable Behaviour Agreements
ARO	Area Regeneration Officer
ASB	Anti-Social Behaviour
ASBO	Anti-Social Behaviour Order
CD	Criminal Damage
CEM	Community Engagement Meeting
ES	Environmental Services
LA	Local Authority
NRT	Neighbourhood Relations Team
CSOs	Community Support Officers
SCC	Sunderland City Council
SHG	Sunderland Housing Group
SSP	Safer Sunderland Partnership
YOS	Youth Offending Service

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APOLOGIES		AGENDA
Sgt Bruce Wild		1. Welcome, Introductions & Apologies for Absence
Olwyn Ford - ARO		2. Minutes/actions from previous meeting
		3. Key priorities – Updates
		4. New Priorities
		5. Any Other Business

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Property Crime (including burglary and Car crime)	Nothing to report						
	SOUTH HYLTON Metro Station	ASB at Metro Station Councillor Watson has expressed concerns about ASB and all LMAPS areas have been asked to look at ASB in Metro Stations in general. BTP figures for the stations were obtained and shared with partners which didn't show high numbers of complaints for South Hylton. May be under-reported due to the short-lived and transient nature of possible offenders who then board trains. Youth Providers have tried to do detached work down there but it is difficult to access – experience is that it is usually ordinary youths			Police update that there is very little activity there with regard to youth disorder. CCTV control room confirmed that only 2 cameras overlooking the station are working. The camera looking up Hylton Road isn't working.	<ol style="list-style-type: none"> 1. BC to follow up with Council CCTV Control Room to highlight this station for sustained monitoring. 2. Insp. Clark to update Cllr Watson with regard to disorder and damage complaints. 3. BC to follow up with regard to repair of council CCTV to highlight importance of observing Hylton Road. 	<p>Barbara Cruikshank</p> <p>Inspector Clark</p> <p>Barbara Cruikshank</p>

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	Cont..... SOUTH HYLTON Metro Station	and not a major ASB problem. The CEM meeting in October reported that the problem had reduced. Noted that the population of South Hylton is increasing and problems are likely to increase with it.			NRT or Police have reported no further incidents. SG informed the group that there is detached youth work taking place in the area. Insp. SP informed the group that A/Insp. JC had updated councillor Watson	JW to check on repair of CCTV	Jan Wilson
	SOUTH HYLTON	Resident has apparently extended the boundary of his premises and erected a fence around it. Vehicle repairs are carried out on the land and oil etc is being disposed of onto the land. It is thought that this land may be the responsibility of the Environmental Section in ES. May also be responsibility of Northumbria Water. BC reported further complaints made. ES haven't reported back yet. Request for aerial photo has been declined.	Local environment	SCC BC	Property services have 2 cases open. Dave McGregor looking into unauthorised activities. The land does belong to the Council and Aerial shots show that he has extended to the side. Property Services investigating. Police have received no further complaints. Land owned by Council, and has been passed to Jane Sowerby	1. Await outcome of Property Services investigation and report back. JW to chase Although no further action required update only	BC SCC Jan Wilson Closed 20.03.07

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Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)	FORD & PALLION	Eggs being thrown at property and car of resident	Residents	Police PC 540/610	Overt camera 21.12.06. no further attempts on the property. Camera due to be taken out and it is thought that incidents are likely to increase when the deterrent is reduced. Police confirmed that the resident hadn't called the police on 09.01.07	1. CBM to maintain ad hoc contact for reassurance	Sgt Bruce Wild SCC BC
		Police made visible door to door enquiries as a deterrent. Barbara Cruikshank and Steve Kell visited to reassure resident that action was being taken.				2. BC to reissue advice to resident to call the police as well as Council when an incident occurs.	
		Egg throwing had died off as at 05.12.06. 09.01.07 BC reported phonecall from very distressed resident. BC applied for a RIPA and had a camera installed.				3. BC and Police to share info in between meetings.	
					JW had spoken to resident re – removal of camera. No further incidents reported.		Closed 20.03.07

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	Monitoring of CCTV Cameras	CCTV issue discussed at the CCTV Strategy Meeting and will be progressed there. Police team are still experiencing difficulty when requesting monitoring of live incidents. .Agreed that it isn't sustainable for PCSOs or NRT officers to be monitoring in the Council Control room. Youths are under the impression that the cameras aren't working and so it is important to demonstrate to them that they are being monitored and that the operators and police coordinate their response to footage.				1. Police officers to call each shift to alert council camera operators to who is on duty and share information on hotspots.	Police
						Insp. SP to speak to CCTV to establish procedural issues.	Insp. Pitt

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	PENNYWELL, Nookside Lodge	Reports of youths gathering and damage to the fence. Accessing through the damaged fence and using as a drinking den, even going as far as to erect a tent.... Recent fire.		Police SCC NRT.	Police recommend removal of the privets to reduce cover and repair the fence. Staff at the premises are hoping to improve the lighting at the back of the building. Nothing new reported	Bruce Wild to liaise with JC to establish location and ownership of land. Sgt BW to pass on map of area to JC AO to check to see if its Council land in order to remove the shrubbery. Monitor and report back to LMAPS	Sgt Bruce Wild Julie Charles. Sgt Wild / Julie Charles / Andrew Old
	NEW Nookside Garages	Youths drinking, cutting through the fields. Thought to be the same youths as above. Hotspots are Thursday/Friday and Saturday nights	Residents	Police SHG	Youth providers made aware of the problem. A690 providing youth worker	1. SHG to letter drop everyone in Hampstead Road and Square Alan Downey on sick leave was to carry out a survey and report back to LMAPS.	Alan Downey
Anti-social behaviour including alcohol related crime and disorder and criminal		No 1 target for burglaries on derelict properties. ASBO application granted. SSD are involved with the family with regard to disabled son, also subject	Residents. SHG.	Police SHG	SHG due back in court in March to progress possession proceedings. YOS reported that they can look at bail breaches and press for additional conditions and curfew if	1. Prolific offender, police to continue to treat as No 1 Target. 2. SHG to progress with possession proceedings if He is convicted.	Police AD SHG

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(image)		<p>of MAPVA. Possession hearings have taken place before but were suspended in light of the ASBO. ASBO has expired.</p> <p>Stopped and checked with associate. Bailed to father's address, however there is no stipulation that he is required to sleep there. Has to sign on a Friday.</p>			<p>necessary. He is a target for bail support. Police can check curfew compliance nightly.</p> <p>Associate is also a target, police have had no new intelligence since 25/01/07.</p> <p>Havelock/Highfield School damaged over the weekend. Demolition pending.</p> <p>Associates bail conditions prevent him from entering area, although he is using visiting mothers address as excuse to return to area and commit crime.</p>	JC to check the owners of the bail address and report back to LMAPS.	Julie Charles
Anti-social behaviour including alcohol related crime and disorder and criminal damage)	Hexham Road	History of complaints from residents about disorder in the cut. Previous visit by Police, Council CCTV and NRT resulted in agreement to have cut realigned and an installation of a rapid deployment camera when the cut is straight enough for it to be able to monitor effectively.	Residents	Police, NRT.	<p>Police operation conducted on Friday. 6-7 youths were stopped, 1 locked up for drunk and disorderly behaviour.</p> <p>2 more home visits to be conducted – Julie Charles to contact Home Housing with regard to their inputs.</p> <p>He agreed to a rolling programme with YOT with regard to graffiti</p>	<p>1. Cleansing to continue clearing the cut when necessary.</p> <p>2. 2 homes still to visit.</p> <p>3. JC to contact Steve Eagling to get an update on the timings for realignment of the cut.</p> <p>4. TM and JC to invite Leslie Crinson from Home Housing to the</p>	<p>ES</p> <p>SCC JC</p> <p>SCC TM and JC</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
	Hexham Road Cont....	Police reported that the number of calls about this issue isn't high but that they suspect a combination of under-reporting and informal calls to police. Residents have, however, put names of Home Housing residents forward for ASB. Realignment of the cut is funded by SIB and should be completed by March. Subject to planning. Until the realignment is completed there is no value in installing a camera as visibility is too restricted. Positive feedback received following ES clean up. PC Richardson, Julie Charles and Home Housing visited. Parents of youths are pro LA and Police and are open to			removal. Ongoing, however, the graffiti is replaced. Cleansing removing litter and giving the area extra attention.	next meeting. 5. JC to contact Andy Old with regard to cutting back the trees and continued cleansing.	SCC JC
					JC reported re-alignment of cut had been approved – as soon as	1. Police to forward names of young people stopped in the	

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
	Hexham Road Cont...	suggested interventions. Police warned that people will be locked up for disorder.			fence erected camera can be installed. SG reported youth provision to begin on 22.03.07 and the Cemetery has been highlighted as a hotspot.	vicinity. 2. JC to consult with AO on removal of over-growth. 3. Discussions to see if water supply can be switched off at night.	Julie Charles / Andrew Old WHO??
	NEW Pennywell	Deliberate fires at void properties			4 properties lost in the fire. Due to be demolished – still in Council Planning process. No further reports received	Find out if process can be accelerated due to the risk posed by the properties remaining.	Closed 20.03.07
	NEW Pennywell Industrial Estate	13 year old problem of Burger Van causing an obstruction to vehicles and pedestrians. Serious obstructions caused by vehicles visiting the van. Has been asked by the police to re-site in a less problematic area (bus terminal) but has refused. New businesses moving into the units and complaints and problems likely to increase.			No concerns about the van from a health and safety point of view. Enforcement isn't sustainable from a police or local authority as it would need someone there full time. Insp. Clark liaised with Craig Wilkinson who has confirmed that bollards can be placed but that the LA aren't prepared to forcibly move the van in order to put the bollards in. Police consider the obstruction serious enough to warrant action,	1. TM to check the consent area for Pennywell. 2. Police have summonsed in relation to the Highways Act and the danger caused to other motorists – to update next meeting with outcome. 3. Police to follow up letter sent to Craig Wilkinson with details of the problem and the dangers posed to motorists.	SCC – TM Insp. Clark Insp. Clark

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
	Pennywell Industrial Estate Cont.....				including forcible removal of the van.	KL to speak with licensing dept. to establish if licence is needed to trade.	Karen Lindsay Closed 20.03.07
	Petersfield Road Gas Works	Contractors aren't removing the stone from the excavation work and it is being used to vandalise the youth project and surrounding houses. Potential increase in damage to dwellings in Pennywell and Ford as a result			Thought to be the responsibility of Transco and their contractors. Stones and debris removed.	Cleansing to remove	Closed 20.03.07
Hate Crime	None						
Domestic Violence	None						
Drugs Misuse	None						
AOB and Info	Info - Olwyn Ford has taken over as Area Regeneration Officer for the West Area Command in Richard Parry's absence.						

NEXT MEETING TO BE HELD Tuesday 24th April 2007 @ 1PM SHG Office HAVELOCK.

LOCAL MULTI-AGENCY PROBLEM SOLVING GROUPS
LMAPS MEETING FOR: SPRINGWELL / PLAINS FARM, GRINDON, BARNES & THORNEY CLOSE
DATE OF MEETING: 20th March 2007 1.00pm
 SHG Office - Havelock

Meeting Number 4.

NAME	ORGANISATION	CONTACT DETAILS
Inspector Sarah Pitt	Northumbria Police	sarah.pitt.7012@northumbria.pnn.police.uk
Kevin Jones	Northumbria Police	kevin.jones.3934@northumbria.pnn.police.uk
Julie Charles	Sunderland City Council - NRT	julie.charles@sunderland.gov.uk
Ian Wilson	Sunderland City Council - NRT	ian.wilson@sunderland.gov.uk
Michael Cowie	Sunderland Housing Group	michael.cowie@sunderlandhousing.co.uk
Joanne Freeman	Sunderland Housing Group	joanne.freeman@sunderlandhousing.co.uk
Stuart Graham	Sunderland City Council – TYE	stuart.graham@sunderland.gov.uk
Andrew Old	Sunderland City Council - ES	andrew.old@sunderland.gov.uk
Karen Lindsay	Safer Communities Team	karen.lindsay@suntptct.nhs.uk
APOLOGIES	AGENDA	
Sgt Bruce Wild	1. Welcome, Introductions & Apologies for Absence	
Dwain Ford - ARO	2. Minutes/actions from previous meeting	
	3. Key priorities – Updates	
	4. New Priorities	
	5. Any Other Business	

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 urglary and Car Crime)	None						
Anti-Social Behaviour (Including alcohol related crime and disorder and Criminal Damage)	SPRINGWELL Allotments, Shrewsbury Crescent	Anti-Social Behaviour Leaflet drop conducted; no major problems reported, positive response to bollard removal and SSC have arranged to have the greenery cut back. Police reported incidents of illegal motor-cycle riding in vicinity.	Allotment Holders & Residents	Police	Costs received from Steve Gales; £207 approx. Bollards and shrubbery hasn't been removed. AO to contact Steve Gales for progress report	1. Steve Gales progressing Update at next LMAPS	Steve Gales Andrew Old

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
	SPRINGWELL ALL VOID PROPERTIES	<p>Intruders and thefts from void properties, Theft of fixtures/fitings inc copper piping</p> <p>Difference between void properties to be demolished and renovated – properties to be demolished can be stripped out, renovations can't.. Amenities can be switched off but copper will be left.</p> <p>2 suspects identified for thefts –.</p> <p>SHG have put up net curtains and sealed letterboxes on properties earmarked for renovation instead of armour glazing. 128 flats are being turned into 64 houses.</p> <p>SHG Service Level Agreement with renovators disallows having a 3rd party strip out any salvageable materials. All tenants should be out by the end of 2007 which will allow renovation to start.</p>	SHG & Residents	SHG & Police	<p>1 report of the bricks being removed and properties broken into. Contractors continued work before evidence of the break in could be gathered.</p> <p>Target 1 has since moved. Still coming to the area.</p> <p>Target 2 – number of arrests recently, no charges brought.</p> <p>To be left on LMAPS for the duration of work and monitored by Sgt KJ / JF</p> <p>All incidents to be reported to Police – JF</p>	<p>1. SHG and police to monitor and remain in contact re status of void properties.</p> <p>2. No further LMAPS action.</p>	<p>SHG Joanne Freeman</p> <p>Police - SGT Wild</p> <p>Sgt Kevin Jones / Joanne Freeman</p>

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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
Anti-Social Behaviour (including alcohol related crime and disorder and Criminal Damage)	GRINDON	Target 1 charged with Common Assault. ASBO Section 1C progressing. Target @ court on 05.02 for ASBO, requested amendments. Not contesting.	Member of the public	Police P.C. Sheard	ASBO pending, arrested in Biddick (Washington). Target 1 due in court 26.03.07, appears he is lying low (playing the system) until his ASBO expires Target 2 – no further incidents reported	1. Progress with ASBO application 2. Police to update following court appearance on 26/02/07. Monitor and report at next LMAPS.	Police S. Sheard

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	GRINDON (NEW)	<p>Noise, Anti-Social Behaviour, Threatening Behaviour Theft.</p> <p>Target 1 self-harming, Target 2 - previous for sexual harassment, Reports of Target 2 stealing from employer and selling items from flat</p> <p>No further complaints or calls to the police. SHG reported that Target 2 is persistently complaining, SHG have applied for an eviction for non-payment of rent.</p> <p>Target 1 isn't responding to calls. Ex-boyfriend on bail for assault and isn't supposed to approach her. SHG still trying to move her to alternative accommodation but can't contact, she has indicated that she is going back into rehab.</p>	Residents	SHG	<p>Target 1 still hasn't responded to SHG contacts. Cancelled her place in rehab but is due for an assessment with view to new rehab place on 15th Feb. asked for a house in Springwell on DV grounds, has been offered places in Washington and Houghton.</p> <p>SHG have agreed to secure her property with a metal/screen door if she enters rehab.</p> <p>Ex-boyfriend wanted by the police. Target 1 arrested 5 times since 01.01.07 for assaults/thefts/drugs and accused of sexual assault with associate who is said to be living at the address unlawfully.</p> <p>AD attempting to serve NOSP</p>	<p>1. For MAPVA referral pending assessment on Thursday.</p> <p>AD to update at next LMAPS</p>	<p>Police P.C. Sheard</p> <p>SHG Alan Downey</p> <p>Alan Downey</p>

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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
	GRINDON	<p>Anti-Social Behaviour Target 1 has ASBO. Curfew recently ended.</p> <p>Joint visit made to sign ABAs. Refused on the advice of their mother. Brothers have been looked at since for various CD offences and a racially aggravated offence at Grindon Chef.</p> <p>Further problems have been reported</p>	Residents	Police	<p>Target 2 charged for burglary since last meeting.</p> <p>Stopped twice since January.</p> <p>Previously Closed – re-opened 20.03.07</p>	<p>Police issue – no further LMAPS action</p> <p>JC to send out letter re issuing an ABA. Report back to next LMAPS</p>	<p>Closed</p> <p>Re-opened 20.03.07 Julie Charles</p>

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	BARNES	Youths gathering P.C. Simpson has met with Ward Councillors Carried over to next meeting	Residents / Public	Police P.C. Simpson	S. Gales & P.c. Simpson visited site to look at blocking off footpath. Pathway is a right of way and will need to be replaced at considerable cost if it is stopped up. Hand rails and bollards are in place to stop youth running straight into the traffic. Council can monitor and maintain but won't remove. Police have a problem with youths hiding there. Detached youth work to begin 29.03.07	noted by Stuart Graham as a hotspot to be considered with other Targeted Youth Engagement plans.	Stuart Graham
	BARNES Low wall at the Corner of Durham Rd & Premier Rd, next to shops	Youths gathering	Residents / Public	Police P.C. Simpson		JC requested SG pass on any hotspots in order for her to respond if required.	Stuart Graham / Julie Charles
						<ol style="list-style-type: none"> 1. S. Gales & P.C. Simpson to visit site to look at demolishing wall. 2. Police to ask Steve Gales to cost the re project with a view to sourcing other funding. 3. Invite Steve Gales to the next meeting. 	Police P.C. Simpson Property Services S. Gales Karen Lindsay

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Anti-Social Behaviour (including alcohol related crime and disorder and Criminal Damage)	THORNEY CLOSE	Alcohol Related Crime & Disorder, Criminal Damage Assault within the house and in neighbourhood. Target 1 arrested for breach of bail. Concerns about violence towards family members. SHG Legal Team Looking at tenancy demotion. Both sons are under ABAs. Younger son involved in low-level crime. Target 1 on Alcohol and Anger Management Programmes. SHG reported the view that he is having a massive effect on the community ranging from his motorcycle offences, truanting and his threats to his family. Emergency meeting held before Christmas to discuss, the risk of his assaulting his pregnant sister. Has been arrested 4 times since 05.12.06 and pleaded guilty for assault on sister. Working with YOS. SSD strategy meeting with police and SHG – SSD resisting moving him away from the family. Julie Wales and John Pearson are liaising re ASBO and criminal activity	Residents SHG Family members	SHG Police	No police complaints in the last few weeks. Target 1 living between Parents addresses. Case being led by Children's Services. He is still a police target. Possibly at risk from father. ASBO unlikely to succeed as most arrests have resulted in no further action. Police unable to impose conditions in the household. SSD unwilling to enforce his residence in secure accommodation. SHG have applied to the court for possession. JF visited, viewed property in association with VWIN – Mother accepting property and moving with younger children but unlikely to sign termination on property on advice of solicitor. All children on the At Risk register; parenting issue in that Mother sending mixed messages and not enforcing punishments/restrictions. SSD will keep the baby unless the family move. Neighbours very concerned about the behaviour emanating from this address. Need to balance the risks and benefits of an ASBO. Still dealing with a 14 year old boy who may end up homeless.	<ol style="list-style-type: none"> 1. JF to progress with VWIN property. 2. Police to liaise with Julie Charles, Joanne Freeman and Julie Welsh re ASBO conditions (exclusion from Thorney Close and inclusion of motoring offences and burglary) then discuss with Children's Services. 3. Police and SHG to monitor bail address. 4. Police to carry out Community Engagement Questionnaire exercise in the area this week. 5. Insp. Clark to escalate issue to BSG and Head of Children's services and Abbey Webster and Roz Reason. 	<p>Joanne Freeman PC Roger Welsh, Joanne Freeman, Julie Charles</p> <p>Roger Welsh</p> <p>Insp. Clark.</p>

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	family cont....				<p>Target 1 alleged to be living with father , however JC said Father had been taken away in an ambulance.</p> <p>Mother to contest re-possession order.</p> <p>Younger son has engaged with Wearkids and returned to School.</p>	<p>JF to establish where Target 1 is staying</p> <p>Court date 22.03.07 report back to next LMAPS</p>	Joanne Freeman
	Tilbury Gardens	Fighting between Farringdon and Thorney Close Youths.			<p>Joint operation between South and West police teams to counteract resulted in 13 arrests. No incidents since. SHG have visited 2 homes</p> <p>Problems have escalated of late, names of youths taken and passed to SHG & NRT to enable joint visits to take place.</p> <p>Insp. Pitt reported that the Police had attended local Primary Schools as younger children are getting involved.</p> <p>Insp. Pitt has spoken to Alan Mitchell and Geoff Lodge at SCT re a dispersal order, of which the Council are reluctant to adopt.</p>	<p>Police to supply names for SHG to conduct visits.</p> <p>Police to send Gryphon letters.</p> <p>Joint visits to take place and update the next LMAPS.</p> <p>Insp. Pitt is to collate a presentation to her superiors with intelligence built up over several months. JF to forward list of all ASBO's etc to assist in the presentation.</p>	<p>Insp. Jackie Clark</p> <p>Insp. Pitt</p> <p>Joanne Freeman</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
	NEW	Violence and harassment.			Arrested for harassing elderly neighbour who spends all day away from her property as a result. Mark Knockels didn't attend	1. Invite Mark Nockels to next meeting. KL to invite Mark Knockles or alternatively John Atkinson	Terri Morris Karen Lindsay

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
	NEW	Periodic complaints since 2004. Diaries kept by residents say that Targets X3 are going to the property and making excessive noise, drinking and urinating in the garden. 2 statements taken from neighbours who aren't prepared to appear in court.			<p>Owner occupier living with grandmother. People are afraid of him and the visitors to his house and are taking extraordinary steps to avoid him and his associates. One family who has moved out – was a regular complainant and may be prepared to make a statement.</p> <p>Julie Charles liaising with legal team with regard to ASBI to prevent associates congregating at the property. Incident last Friday where Target 1 was stabbed.</p> <p>SHG conducted a survey in the road end 2006 – no complaints about this address. Not complaining to the police either. JC had joint visit with the grandmother to advise her on the risk to her tenancy.</p>	<p>1. JC to progress with ABSI enquiries – will pursue a 222 injunction if ASBI unsuccessful.</p> <p>2. JC to follow up with ex-resident with regard to statement.</p> <p>3. JC to remind complainants that it is possible to call the police anonymously or call 101.</p> <p>4. Police to monitor</p> <p>No further action at the moment - to close.</p>	<p>Julie Charles</p> <p>PC Welsh</p> <p>Closed 20.03.07</p>

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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
	NEW	Numerous complaints from flat downstairs and across the street about Target 1 who has been arrested twice for harassment and 3 times for section 5 incidents. Target 2 was arrested at the weekend.	Residents	SHG and police	SHG pursuing a possession order; unlikely to succeed as there has been no immediate violence. NOSP served and situation has worsened since. On bail under the condition they stay away from their neighbours. Possible ABSI application. Situation impacting on residents and is a strain on police and SHG resources. Both Targets been arrested X6 occasions between them for witness intimidation.	1. Police to confirm bail conditions and check that they are being applied. 2. SHG to follow up NOSP.	Police Joanne Freeman
						To remain on LMAPS and be monitored.	Police

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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	NONE						
Drugs Misuse	NEW 20.03.07	JF reported that she had received 3 phone-calls relating to alleged drugs been sold from the property by tenants boyfriend.	Neighbours	SHG Police		Police to pass on information	Police
IOB	Youth Provision Grindon, Thorney Close and Farrington	Large groups of youths gathering in Grindon. Youth provider has scaled down scheduled work in favour of detached provision in hotspots. Redirecting to Tilbury Close and play park at Somerset Road. SIB funding is ending March 07. SHG funding Thorney Close until March 08. Lee Ferry reported that A690 are funding a mobile football cage with football coaches.			See Page 21 for update on youth disorder in area.	Youth Providers to continue targeting hotspots.	Lee Ferry and Gordon Langley
	Info	Insp. Pitt to link up with Dave Downard re multi-agency working training			Seminar 05.04.07 1.00pm @ Gillbridge		Insp. Pitt
	Info	Insp. Pitt informed the group that there were to be 7 possibly 8 Offender Managers					

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
	Info	Olwyn Ford has taken over as Area Regeneration Officer for West Area Command in Richard Parry's absence.					

NEXT MEETING TO BE HELD Tuesday 24th April 2007 @ 1PM SHG Office HAVELOCK.

WEST SUNDERLAND AREA COMMITTEE

5th 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 1st April 2006 to 31st 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 5th 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 15th 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

	Performance 1st April 2006 to 31st December 2006	Targets 2006/2007
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%

Item No.7

REPORT FOR WEST AREA COMMITTEE

5 APRIL 2007

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.8

REPORT OF DIRECTOR OF COMMUNITY AND CULTURAL SERVICES

REPORT FOR WEST AREA COMMITTEE

5 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.

WEST SUNDERLAND AREA COMMITTEE

5 APRIL 2007

REPORT OF THE DIRECTOR OF COMMUNITY AND CULTURAL SERVICES

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). 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

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

Item No.10

WEST SUNDERLAND AREA COMMITTEE

5th 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 £2,266,460 in this way. 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, South Sunderland

Strategic Initiatives Budget: West Live Project Update
5th April 2007

APPENDIX 1

2005/2006 Project Allocations					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Fellstead School Community Sports Hall	07.07.05	30.040	0	30.040	Strategic Change Team - (Peoplefirst)
SIB funding will contribute towards the over all costs of equipping the new sports hall with sports equipment. The equipment will include badminton, cricket, jockey, basketball, trampling, football and gymnastics etc. A delay on the purchase of the sports equipment has been reported by the Lead Agent, due to no secure storage facilities being available, until Highfield Community School is complete, which is hoped to be by February. The sports equipment was ordered in December and is due for delivery approximately February 2007, once the school opens, with the full allocation of funding being utilised. Currently the Community Officer appointed by Highfield School is prompting the facility both in the community and with sport providers to establish the needs and a programme of activities in preparation for the completion of the sports hall. The project has until July 2007 to spend.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Volunteer Outreach Project	07.07.05	3.333	0	3.333	Volunteer Centre Sunderland
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. The project has until July 2007 to spend.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
People's Pedal Power Project	06.10.05	2.150	0.389	1.761	City of Sunderland Council for the Disabled
Funding across all six areas to match fund existing funding already in place from 'Awards for All', which will enable the project to purchase additional bikes, equipment and provide a weekend programme for its users. The People's Pedal Power provides specially adapted bicycles and tricycles to enable people with physical disabilities or learning difficulties to participate in health cycling activities across the City. The project is going from strength to strength and continues to grow and allow more disabled people to access cycling facilities. Currently there are 250 users, and this number is expected to double during the course of 2007. The expenditure to date has been on the purchase of various adapted bicycles and equipment, a midi hydraulic hoist and adapted tricycles. The remaining funding will be used to purchase an electrically assisted tricycle that will allow people with limited lower body strength to access the cycle track. Funding from other areas has been utilised first. The project has until October 2007 to spend.					

Strategic Initiatives Budget: West Live Project Update

5th April 2007

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Sunderland Training & Education Farm	06.10.05	14.5	11.003	3.497	Sunderland Training & Education Farm
Funding across all six Area Committees to establish a fully accessible 'Training and Education Farm'. The aim of the project is to improve the quality of life for local people by delivering Capacity Building events such as, family fun days, trips to other similar projects, coffee morning's, and family learning courses. Currently two new training buildings are now complete, 14 young people are completing their NVQ level 1 and will progress to NVQ level 2 course, 47 young people have also gained construction work experience onsite from the City of Sunderland College, 580 children have accessed the facilities and have gained or are working towards their John Muir Environmental Award and 24 volunteers have regularly used the site to build their confidence and gain work experience. The project and expenditure are ongoing.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
West Events Budget	06.10.05	12.550	6.549	6.001	Development & Regeneration
An Events Budget has been established for the West 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 four projects :provision of equipment for a Police project to tackle anti-social behaviour; a contribution towards the elderly and disabled shopping evening held, December 2005; a contribution towards the multi-cultural family event, MELA held in June and the replacement and re-alignment of fencing at Hexham Road pedestrian alleyway, to elevate anti-social behaviour. All the projects were approved by the West Area Chair.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Phoenix Project - Community Outreach Programme	01.12.05	6	1.833	4.167	Tyne & Wear Fire & Rescue Service
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. The project has until December 2007 to spend.					

Strategic Initiatives Budget: West Live Project Update

5th April 2007

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Construction Challenge Project	01.12.05	6.5	0	6.5	Sunderland Housing Group
<p>Year 1 of 2 year funding to provide construction skills training opportunities on new housing development sites, for year 10 & 11 pupils across the City opting for an alternative curriculum route into construction. This allocation is to build upon the successful work of the original pilot project and extend it City -Wide. 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>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Sunderland Juvenile Service Project	01.12.05	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. Funds from other areas have been utilised to date. The project has until December 2007 to spend.</p>					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Barnes Café / Craft Workshop Development	09.02.06	6.898	0	6.898	Fulwell Day Centre
<p>The project is working in conjunction with the Friends of Barnes Park and Community & Cultural Services to develop a café and craft area within the coach house of Barnes Park. The project is providing an exciting employment and training opportunity for inactive adults who have learning disabilities and will also work towards reducing inequalities and social exclusion faced by these adults. SIB funding has been sought as a contribution towards running costs, salaries, and improvements to both internal and external buildings and equipment. The lead agent has reported a slight delay on expenditure due to issues with dampness and asbestos in the building. As a result of this further site visits have had to undertake by the relevant authorities, to elevate the problem. It is anticipated that remedial works will commence shortly and thereafter funds will be utilised.</p>					

Strategic Initiatives Budget: West Live Project Update
5th April 2007

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
EU Funding Package Development	09.02.06	18.405	6.382	12.023	Development & Regeneration
The project continues to provide valuable technical and administrative support to the Package Partnership in developing and managing the Sunderland Target Communities Package during the second phase of the objective 2 Programme. Over £7m of European grant has now been secured for projects in the Package. This has enabled the development of around 60 individual projects, covering a wide range of community economic development activity in some of the most deprived areas of the City. The emphasis of the support in the last quarter has been in carrying out an intensive programme of Article 4 monitoring visits. Assistance has also been provided to a number of organisations in developing bids for what seems likely to be the last major bidding in the current programme. Expenditure is ongoing.					
2006/2007 Project Allocations					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Barnes Café / Craft Workshop Development	09.02.06	0.602	0	0.602	Fulwell Day Centre
Year 2 of funding working in conjunction with the Friends of Barnes Park and Community & Cultural Services to develop a café and craft area within the coach house of Barnes Park, which will provide an exciting employment and training opportunity for inactive adults who have learning disabilities and will also work towards reducing inequalities and social exclusion faced by these adults.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
EU Funding Package Development	09.02.06	11.437	0	11.437	Development & Regeneration
Year 3 of funding to support the programme management and administrative costs, towards the development of the EU Package Plans. The project provides valuable technical and administrative support to the Package Partnership in continuing to develop and manage the Sunderland Targeted Communities (Priority 4) Package during the second phase of the Objective 2 Programme (2004-2006).					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Construction Challenge Project	06.04.06	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. This allocation is to build upon the successful work of the original pilot project and extend it City -Wide.					

Strategic Initiatives Budget: West Live Project Update

5th April 2007

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Sit 'n b' Fit - Improving the Health & Independent Living of Sunderland's Elderly People	06.07.06	3.120	1.732	1.388	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.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Pennywell Community Centre	06.07.06	17.032	6.092	10.940	Pennywell Community Centre
The centre has recently undergone refurbishment and this has highlighted the need for additional staff capacity to develop further provision, local partnerships and services, for the local community. SIB funding has been sought to employ a Centre Manager to provide the Community Centre with the capacity to develop provision to meet local needs and to develop the centre's funding and Business Plan. Through the help of SIB funding the Centre Manager is now in post and is proving critical to the day-to day running of the centre and the development of the current programme. As a result of this the centre has been able to extend its opening hours. A further funding application has been submitted to Lloyds TSB for £5,000, to help to continue the centre manager's salary, once SIB comes to an end. A decision on the additional funding is expected by March.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Wearable Service Development & Capacity Building Project	06.07.06	10.620	2.189	8.431	Wearable
Funding across West and South to employ a part-time member of staff to develop the services and capacity of the project, who currently support various organisations and networks across the city, to help them improve their work with disabled people. A website will also be developed as part of the project which will allow different organisations to access vital information about services on offer across the City. This quarter the project have completed phase 1 of the website, provided secretarial services and transport for a City Wide Disability Consultation Group, and have provided a comfortable venue for new groups to meet. Expenditure is ongoing.					

Strategic Initiatives Budget: West Live Project Update
5th April 2007

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
West Access Fund	25.07.06	13.615	0	13.615	SRB

In March 2003, the Area Committee agreed funding over a three year period to be used as match funding to SRB and other funding sources, for the project to improve access to facilities. As SIB was to be utilised when other funds had been exhausted, it was not fully committed. Therefore an extension at Area Committee in July 2006 was agreed, as there were a number of projects in the pre-application stage, who it is hoped would be in a position to submit capital bids by the end of March 2007. It is hoped that the full allocation will be utilised by July and any unspent allocation will be returned to SIB.

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Pre - Employment Support Group	05.10.06	22.045	2.239	19.806	Pallion Action Group

The project is to develop and expand an existing pre - employment service into an area wide provision, following increasing usage from the wider West Area. The Northern Rock Foundation who also fund the project, have agreed to fund the existing service, whilst SIB funding will provide an additional worker and project costs to enable the expansion of the service, to go ahead. The project will actively target young adults within the West, particular, Ford, Pallion, Barnes and Pennywell, aged between 15-24 who are not in employment, education or training, and who aren't currently accessing such services. The project is working in connection with Connexions, Team Wearside and Springboard. During the last quarter the project has seen an increase in the number of young people using its services. There have been 7 new registrations, 7 CV completed, 56 young people seeking advice and guidance, 19 new job searches and 12 members have successfully gained employment. The project and expenditure are ongoing.

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Community Education Project	05.10.06	13.985	0	13.985	Pennywell Neighbourhood Centre

The emphasis of the project is to engage hard to reach and vulnerable adults from local communities in learning programmes, that will promote personal development and life skills, and secure their commitment to on going learning and education. As a result of SIB funding the project has been able to use the additional funding from Esmere Fairburn to employ sessional tutors, who are conducting various classes such as textile and craft making class. The project are also working in partnership with Adult & Community learning to provide further classes in decoupage and home baking. A community consultation has also taken place with local people to identify what activities they would like to see taking place at the centre. As a result of the feedback from the consultation, new activities such as beauty therapy, keep fit and cookery are taking place at various outreach locations such as the Nookside Day Centre, St Anne's School and the Good Shepard Church, as well as continuing the courses already on offer at the Neighbourhood Centre. The project and expenditure are ongoing.

Strategic Initiatives Budget: West Live Project Update

5th April 2007

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Ford, Pallion & Millfield Community Development Project	05.10.06	12.5	6.120	6.380	Ford, Pallion & Millfield Community Development Project

SIB funding across both East and West areas to provide gap funding to retain funding that has already been secured and to sustain the project whilst other funding streams are sought. As a result of SIB funding being secured the project is continuing to be a vital resource within the community, by providing the Community Shop which is a central drop-in and advice facility for the local community. During the last three months the small staff team, together with some of the project's volunteers, have been working hard to deliver both essential support to community groups, as well as preparing further funding bids to various sources. The development work which has continued and been undertaken includes a Walking Project, Surestart Community Development, Managing Money course, Millfield Community Group, and the West Area Website and Community Network Support. Several bids have also been submitted for the community project's, with £500 being received from The Shears Foundation for the Walking Project. Confirmation of other funding bids is expected shortly.

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Community Health & Fitness Facilities	30.11.06	5.2	0	5.2	Lambton Street Fellowship Centre

Funding across South, East and West areas to replace existing fitness equipment to provide local people with access to affordable opportunities to take part in physical exercise. The provision of this new equipment will result in an estimated increase in membership by about 80 people and will provide young people with an affordable alternative to hanging around the streets and or engaging in anti social behaviour. The purchase of the equipment is anticipated to commence in January and will be an ongoing process.

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
GATES - Community Services and Electric Village Hall	30.11.06	31.831	0	31.831	GATES

SIB funding was extended at Area Committee in November 2006, to provide community services and basic IT skills training for local residents. The Electronic Village Hall allows individuals and groups to have access to a range of individually tailored IT skills and provides local access to online services, provided by the local authority and government services. In addition to the Electronic Village Hall provided by GATES, SIB funding is helping to provide community services, which range from providing meeting and training facilities for resident led voluntary and community groups, photocopying, faxing and telephones usage, for residents to contact health, public services, educational establishments and utility products. Expenditure is scheduled to commence in April and is envisaged that the project will require the full budget allocation, as a strand of their funding comes to an end on 31st March 2007. SIB will also be used as a source to attract further funding to the project.

Strategic Initiatives Budget: West Live Project Update
5th April 2007

Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Plains Farm Extended Services Development	08.02.07	7	0	7	Plains Farm Primary School
Funding across West and South Areas to ensure safe access to the school site by widening the school entrance, extending the car park and developing walkways and a pedestrian crossing. The improvements to the out door areas will provide the school and community access to outdoor physical development, increase educational and health awareness by encouraging parents to fully participate in courses and events and will improve Out of School Club participation in outdoor education. Work on site is scheduled to commence in March.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
St Luke's Terrace CCTV	05.02.07	10	0	10	Development & Regeneration
In 2002 SRB5 funding was used to provide five CCTV cameras on St Luke's Shopping Parade. Due to the end of the SRB Programme, further funding is needed to sustain two of the cameras, as Sunderland Housing Group have agreed to take on the cost of maintaining two of the cameras and Nexus the third camera. SIB has been secured across both the West and East Areas, to pay for two years maintenance and monitoring of the cameras on the shopping parade, until the citywide review of CCTV is completed. As this is a new approval no expenditure has been sought to date.					
Project	Approval	Alloc. £k	Exp. to date	Balance £k	Lead Agent
Area Committee Marketing Project	08.02.07	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.					
Totals		283.163	44.528	238.635	

WEST AREA COMMITTEE MEETING 5th April 2007	
EXECUTIVE SUMMARY SHEET – PART I	
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 approve from the 2007/8 budget: i) £30,884 for Pallion Action Group Outreach Welfare Rights Project – Gap Funding	
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 eleven years from the Strategic Initiatives Budget to promote action on key priorities identified in the relevant Area Regeneration Frameworks, and to attract other funding into the area.	
Alternative options to be considered and recommended to be rejected: 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	

WEST SUNDERLAND AREA COMMITTEE

5th 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 that 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 as included in Annex 1.

3.0 Background

- 3.1 Each Regeneration Framework area has been allocated a minimum of £200,000 per annum over the last eleven years. Over this period, therefore, the Framework area has been allocated a minimum of £2,499,690 in this way.
- 3.2 Annex 2 gives a full breakdown of individual projects since 2004/5.

4.0 Current Position

- 4.1 At the last Committee meeting on 8th February 2007 it was reported that £67,599 was uncommitted from the 2006/7 budget. At that meeting, the Committee agreed to further proposals for funding of £25,000 from the 2006/7 budget, meaning £190,631 was committed from the 2006/7 budget leaving a balance of £42,599 to be carried over to the 2007/8 budget.
- 4.2 This means that the 2007/8 budget stands at £275,829.
- 4.3 There is 1 application for funding to this Committee requesting £30,884 from the 2007/8 budget. Should the Committee grant these requests £30,884 will be committed from the 2007/8 budget leaving a balance of £244,945

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 3.9 of its application form, which is attached as Annex 1.

7.3 The Public

Each project is required to indicate the consultation undertaken and other documentary evidence it has to support its proposal in sections 3.6 and 3.7 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. Proposal to this Area Committee meeting for SIB funding.

8.2 Annex 2. Summary of SIB allocations since 2004/5.

8.3 Annex 3. SIB Guidelines and Procedures

9.0 Background Papers

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

9.2 Regeneration Framework Files, West Sunderland

1. Pallion Action Group Outreach Welfare Rights Project – Gap Funding

Project Title:
Pallion Action Group Outreach Welfare Rights Project – Gap Funding
SIB Requested:
£30, 884

Section 1: Application Requirements

1.1
<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>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.</p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
1.2 Which Area Regeneration Framework(s) does your project cover?
Coalfield [] East [] North [] Washington [] West [x] South []

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:		
Pallion Action Group		
2.2 Address of Lead Organisation / Group:		
5 Eastmoor Road, Pallion, Sunderland, Tyne & Wear, SR4 6QW		
2.3 Contact Name for Project:		2.4 Position in Organisation:
Doreen Buckingham		Centre Manager
2.5 Tel. Number:	2.6 Fax Number:	2.7 E-mail Address:
5142011	5657496	Pag5uk@yahoo.co.uk
2.8 Day to Day Contact Name / Details: (if different to 2.3 above)		
2.9 Legal Status of Organisation:		2.10 Registered Charity Number (if applicable):
Registered Charity limited by guarantee		1064481
2.11 Does your organisation have a bank account into which funds can be paid?		

yes
2.12 Has the organisation received SIB support previously?
Yes [x] No []
If 'Yes' please provide details:
Support was given to Pallion Action Group as Lead Agent for the pilot project from the West area to assist start up and capital costs. We also received funding to develop the project further in March 2006.
2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?
Yes [] No [x]
If 'Yes' please provide details:

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
Outreach Welfare Rights Project	
3.2 Project Start Date:	3.3 Project End Date:
1 st April 2007	30 th September 2007
3.4 Please Describe the project:	
<p>The project requires gap funding for up to a maximum of 6 months until funding from northern rock and the big lottery is secured to continue the delivery of free, confidential and independent advice on Welfare Benefits and Money Advice based at Pallion Action Group and covering the areas of Pennywell, Ford, Pallion, Millfield and Grindon.</p> <p>Funding will cover staffing costs and general running costs for the project.</p>	
3.5 What service does the organisation currently provide and how will this be complemented by the project?	
<p>Pallion Action Group is a well established Community Centre, accessed by people of all ages. There are several ongoing projects, including; - Millennium Volunteers in the Community and Girls Group Projects which attract the young people. West Area pre employment Project, Learn Direct and drop in access to computers which attracts the adults. Various groups such as the Art.Group, and Fitness Group for the older people.</p> <p>The overall objective of the Outreach Welfare Rights Project is to improve the quality of life for local residents in the targeted areas by increasing benefit take up and maximising income. The Project aims to support all with financial literacy, prioritising debt and managing income.</p> <p>The project is staffed by full time experienced Welfare Rights Worker, a part time Money Advice Worker and a part time Financial Administrator.</p> <p>Residents making enquiries as to how to access the service may have their enquiry dealt with over the telephone, with advice given directly. Otherwise, an appointment can be made for the client to see an advisor. Home visits</p>	

may be appropriate for those with mobility problems.

The Outreach Welfare Rights Project works very closely with the other projects, this enables people to access several opportunities to develop and help themselves.

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

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

Please explain your answer:

If gap funding from SIB is secured, it will allow the project to continue with specialised staff in delivering information and advice on social security legislation, as well as money advice pending the gap in funding being secured from the Big Lottery and Northern Rock.

At the present time we have a bid submitted to the Advice Plus Programme (Big Lottery Fund) this application is to apply for one year funding and was submitted October 2006. The Lottery has replied in January 2007 and the expected date of approval is late May 2007.

The Northern Rock were approached in March 2006 but as Pallion Action Group already had an application pending, we were advised to re apply in January 2007 and a new application has been forwarded.

A decision for the match funding from The Northern Rock Foundation application should be made in May 2007.

The gap funding requested will enable the project to continue for a further six months, but if funding is secured from other sources in advance of this, SIB will only be claimed while the shortfall is there.

The recent decision by the City of Sunderland Welfare Rights Service to deal with Appeals only and to refer all other clients to Washington Citizens Advice Bureau has had a huge impact on our project. There is no other provision in the area for Money Advice and Welfare Benefits advice and assistance.

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

- Pallion Action Group as lead agent utilises a variety of publicity methods for the Outreach Welfare Rights Project
- The SIB logos are included in all our promotional material
- Newspaper advertisements, free local magazine advertising, and promotional material in local establishments, such as shops and post offices all carry the SIB logo
- Letter headed paper display the support received from SIB.

<p>▪ We will work with the area committee marketing project.</p>
<p>3.8 Has there been any consultations concerning the need for this project?</p>
<p>Yes [x] No []</p>
<p>If 'Yes' please provide details:</p>
<p>Several consultation documents have given evidence of the need of the project examples are:-</p> <ul style="list-style-type: none"> • Pallion Action Group Mid Term Evaluation 2002 • Pallion Action Group Feasibility Study 2002 • Ford & Pallion Youth Strategy 2002 • Millfield Quaternion Research Study 2003 • Young Adults Opportunities Programme 2004 • SRB End of Term Evaluation 2006
<p>3.9 Is there any documentary evidence available to support the need for this project?</p>
<p>Yes [x] No []</p>
<p>If 'Yes' please provide details:</p>
<p>The project has arisen from expressed local need, as evidenced by the above research.</p> <p>The closure of Ford & Pennywell Advice Centre in 2002, Pennywell Community Business in 2004 and, more recently, the closure of Wearside Citizens Advice Bureau Money Advice Service in 2005, have all left a massive gap in welfare rights and money advice provision for local residents.</p> <p>Personal debt in Britain has now risen to over £1.3 TRILLION forcing many families into financial difficulties and hardship. Sunderland is no different. The views of grass roots community organisations including Pallion Action Group, Pennywell Community Association, Surestart, Wearside First Credit Union and Ford, Pallion & Millfield Community Development Project were sought at a series of meetings from September to December 2002 and then again in 2005 there was overwhelming support for this project</p>
<p>3.10 Who will benefit from the services provided by the project?</p>
<p>One of the key objectives of this project is to empower individuals of the community, both through improving their knowledge and understanding of entitlements and also by building confidence in applying for benefits that they are entitled to. This may include advice on benefit applications and enabling people to challenge decisions.</p> <p>Advising and assisting local residents with benefit and money advice information will enable them to improve the quality of their lives. Individuals with mental health problems are nearly three times more likely to be in debt than others. Difficulties associated with impaired mental health such as fluctuating income, benefit issues, poor financial management will put a considerable strain on finances. In turn, difficulties managing money can in some cases trigger or exacerbate mental health problems.</p>

To date, the project has enabled approximately 724 residents to access information, assistance and advice with mostly Welfare Benefits. Within 20 months of the project operating, approximately £391,112.00 has been returned to the area in new claims and backdated benefits, to regenerate the local economy.

The part-time money advice worker from September 2005 to December 2006 has successfully dealt with 67 clients with debts amounting to £356,353.

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

Yes [] No [x]

If 'Yes' please provide details:

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

Yes [] No [x]

If 'Yes' please provide details:

3.13 Are any legal and other approvals required?

Yes [] No [x]

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

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?

Yes [x] No []

If 'Yes' please describe how the project will comply with the Policy:

The Project operates an Equal Opportunities Policy (CLS approved) and actively works to ensure that all staff and service users adhere to the policy. The policy includes a Statement of Intent:-

"Outreach Welfare Rights Project is committed to equal opportunities, challenging discrimination and to delivering an accessible service. The Project is actively opposed to all forms of discrimination on the grounds of Age, Appearance, Caring Responsibilities, Gender, Marital Status, Nationality, Religion, Immigration Status, Race / Ethnicity, Sexuality, Long-term Illness, Disability, Physical or Mental Ability."
This list is not exhaustive.

The Outreach Welfare Rights Project promotes the service through leaflets and posters within the local community and in the local press. The Project states in all publicity that the Project is free, confidential and independent.

<p>The Project also states that it operates an Equal Opportunities Policy.</p> <p>The Project offers advice on welfare rights and money advice as well as sourcing information on diverse issues, such as translation services, immigration and employment.</p> <p>Outreach Welfare Rights Project will be available to all residents within the Pennywell, Ford Pallion, Millfield and Grindon areas.</p> <p>The outreach venues will be advertised in accordance with the equal opportunities policy of both the project and the lead agent Pallion Action Group.</p> <p>Outreach Welfare Rights Project operates an open door policy to all members of the community. The project actively works towards anti-discriminatory practices.</p>	
<p>If 'No' please describe how your organisation addresses equal opportunities issues:</p>	
<p> </p>	
<p>4.2 Does your project specifically address any of the following issues?</p>	
<p>Ethnic Issues</p>	<p>Yes [x] No [] (please tick)</p>
<p>If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:</p>	
<p><u>Outreach Welfare Rights Project and Pallion Action Group will actively contact Unity Multicultural organisation when specialist advice on refugees or asylum seekers is requested. Channels of communication remain open at all times and established links forged.</u></p>	
<p>Also see 4.1</p>	
<p>Gender Issues</p>	<p>Yes [x] No [] (please tick)</p>
<p>If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:</p>	
<p>See 4.1</p>	
<p>Disability Issues</p>	<p>Yes [x] No [] (please tick)</p>
<p>If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:</p>	
<p>Through the outreach service, the project is able to visit people within their own homes to provide and deliver the service, to people who have limited mobility and unable to attend appointments.</p> <p>Pallion Action Group is accessible to all, and has been audited by the Sunderland Council for Disabled and has achieved "Two Tick" status for being positive about people with disabilities. PAG has access to its upper floor via a disability lift.</p> <p>Also see 4.1</p>	

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:

Priorities

The strategic area framework is designed to meet the aims of the community

- To increase the number of residents with the appropriate knowledge of the welfare benefits system and “better off” calculations for people considering re-entering the workplace. The experienced advice workers will be able to explore the financial and social aspects of residents being able to return to work.
- Address financial exclusion and enhance the opportunities for those most disadvantaged. Understanding the issues around financial exclusion enables the advice worker to inform the client of the opportunities available.
- Through sustaining a welfare rights and money advice service accessible to all residents of the Ford, Pallion, Pennywell, Millfield and Grindon areas.
- By direct intervention at individual level to improve knowledge and awareness of benefit entitlement and maximise income giving advice and assistance with managing debts.
- Deliver a professional neighbourhood advice service through a Voluntary Sector Partnership, utilising existing community venues, with expertise from professional staff. Continued professional development training will be provided for staff as part of maintaining professionalism, knowledge and the Community Legal Service Quality Mark.
- The project will meet clearly identified needs of target groups in the most effective way
- The project will secure employment for 3 people and provide a stepping stone for local residents to become aware of benefit and employment opportunities and giving effective money advice.
- The project has the support of key local organisations and statutory agencies and will be monitored through a local partnership which includes local residents.

How priorities will be achieved

Pallion Action Group is the Lead Agent as they have experience of managing a wide variety and range of projects within the community. They also deliver monitoring procedures and administer payroll services for the project.

The core of the project, as established by the pilot phase, holds regular advice surgeries to assist residents with welfare rights, ie, tax credits, council tax benefits, disability benefits and money advice i.e. negotiating with creditors, house repossession, and bankruptcy. The project also gives generalist advice and information on all issues including housing, consumer and employment.

In addition, follow up appointments, research, liaison work and negotiation on individual cases, including representation and advocacy at court and tribunals, are carried out by the advice workers. Where we identify that a client requires legal help from an alternative agency, we determine with the client appropriate alternative sources.

This direct work is being recorded to assess levels and categories of need, numbers of people benefiting from the service and how they have benefited, and trends or areas of common problems/issues.

Resources and Support

The Project has been awarded Quality Mark status. As a partner of the Sunderland Community Legal Service Partnership, this affords access to information, support and advice. The Project is listed as an approved CLS member on their directory.

Membership of AdviceUK, a professional body, provides another resource, via net, mailings and bulletins, which are updated on a monthly basis. The Project also has access to AdviceUK specialist support services.

The Project subscribes to Child Poverty Action Group (CPAG) and Citizens Advice Bureau (CAB) for monthly publications.

We have access to London Advice Service Alliance (LASA) and other organisations as part of the CLS network.

The Project maintains continuing professional development through training courses (including accredited courses) provided by these organisations.

Finance training has been ongoing for the Project Finance Administrator.

Information System and Dissemination of General Information

The project has already set up effective systems for information provision. A resource library is currently established at the main office base for access by advice workers.

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).

OUTPUTS SIX MONTHS:

- | | |
|--|----------|
| • No. of individuals receiving advice | 208 |
| • No. of individuals with ongoing casework | 100 |
| • Anticipated Financial Gain for West Area | £80,000 |
| • Anticipated debt dealt with | £700,000 |

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

The Outreach Welfare Rights Project will deliver services in Ford, Pallion, Pennywell, Millfield and Grindon.

The partnership will benefit all these areas, due to the positions and the service that will be delivered.

The previous funding has benefited the service in broadening its provision, and through the loss of Wearside CAB Money Advice in Hendon, the project is now offering a money advice service and broadened out into the Millfield and Grindon areas

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

Pallion Action Group is the Lead Agent for the project and is willing to continue in this role. The Centre Manager of Pallion Action Group as Lead Agent will have overall responsibility for management of the project.

Within the Project, the Senior Welfare Rights Worker will be responsible for the operations and performance standards of the Project as well as the management and supervision needs of the staff.

The Senior Welfare Rights Worker will have the day-to-day responsibility of leading and managing the team and is responsible for the overall delivery of face to face welfare rights advice in line with quality standards in advice giving.

The Specialist Debt Caseworker (money advice worker) will provide detailed casework on a full range of debt subjects. Act for the client drafting letters, budgets and financial statements/calculations where necessary. Prepare and present cases to appropriate statutory bodies i.e. courts. Deliver face to face debt advice to people living within the appropriate areas.

The Senior Welfare Rights Worker will also carry out supervision of the case workloads and will ensure that standards are kept in line with current thinking on advice provision and social welfare. Case review exercises further develop the skills of the workers and ensure that case management systems are operating effectively.

The Project Finance Administrator will collate evidence of advice take up levels, financial gains and, the amount of debt dealt with and transfers this information to the senior welfare rights worker who will review levels of service based on this information. Any adjustments to service provision will be determined thereon.

The finance administrator operates financial systems and procedures and thus supplies budgetary and reporting information to the Lead Agent. All purchases and payments are processed by the finance administrator and passed to Lead Agent for final authorisation and payment, thus ensuring

segregation of duties and responsibility.

The finance administrator also maintains and reports on statistics of the project which are used to ensure targets are met and the project remains responsive to the community's needs.

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

If SIB funding is unsuccessful, Outreach Welfare Rights Project, which has been a great success since 2005, may be in jeopardy. This will have a negative impact on the community.

In the worst scenario, the service will cease altogether. The local community would then be left without any benefit and advice service, a gap that has already been clearly identified. Yet another advice service would have been taken out of the community.

Both options would obviously have a detrimental effect on the overall regeneration programme that has happened in the Ford and Pallion area.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£30,884

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

Capital [] Revenue [x] Both []

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

no

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

Appropriate sources of funding

- Surestart are extending funding until June 2008 for the part-time money advice worker post.
- Advice Plus Programme (Big Lottery Fund) are considering a one year application decision due May 2007
- Northern Rock Foundation has been approached for funding, decision due May 2007
- As a Voluntary Sector managed project, it will be able to access resources from a range of contributors, including Charitable Trusts

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

- Downsize the service available to the community
- Withdraw the service from the community

If gap funding from SIB was to be unsuccessful, the Outreach Welfare Rights Project, which has been a great success since 2005 may not continue.

This could mean the exit of a now well-established, and much needed service that has been provided and improved lives in the community.

Trust and relationships with members of community would cease.

The proven benefits to the residents and to the community for the period January 05 to December 2006 are as follows:

- During the past year, approximately 724 people have benefited from this service.
- The monetary gain for the community is approximately £391,112 in new claims and backdated benefits since 2005 to date. This money has benefited the overall economy of the area, giving people more to spend in their community.
- Over 150 home visits have benefited people who have disabilities or are house bound in some way.
- The senior advice worker has represented approximately 37 members of the community at tribunals.

If the project ceased to exist, this would no longer happen. The withdrawal of the service provided by the project would put even more pressure on the very few advice services that remain within the City of Sunderland.

Outreach Welfare Rights Project is the only service in the community providing a free, independent and confidential advice and assistance in the area at Quality Mark level.

The part-time Money Advice Worker from September 2006 to December 2006 has seen 67 new clients with debts amounting to £356,353

Feedback from clients already indicates how surprised and pleased residents are with our service: "I cannot thank you enough for all you have done for me". Currently, our service feedback forms from clients report 'very good' service and no complaints have been received.

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

The Project should have attained further funding from the Big Lottery or Northern Rock as well as yet unapproached funders

7.7 Provide a profile of projected costs:

Funding Source	2007/08	2008/09	2009/10	Total Cost
SIB:				
Coalfield				
East				
North				
South				
West	30,884			30,884
Washington				
Other Sources (please state)				
1)				

2)					
3)					
Total Cost:	30,884				30,884
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:					

Expenditure	07 to 08	SIB WEST	Surestart 6 months	Northern Rock	Big Lottery
Salaries			Jan 07 to June 07	July 07 Not yet Secured	May 07 Not yet Secured
Senior Advice Worker - SO2 Pt 34	27,722	13,861			27,722
Advice Worker - Scale 6 Pt 28	22,951	0		22,951	0
Finance Administrator - Scale 5 Pt 25	10,416	5,208			10,416
Money Advice Worker SO1 Pt 31	25,437	0			25,437
Money Advice Worker Seconded P/Time from Washington CAB Jan to June 07	9,049	0	9,049	0	0
	95,575	19,069	9,049	22,951	63,575
NI at 12.8%	11,075	2,441	0	2,938	8,138
Total Staffing Costs	106,650	21,510	9,049	25,889	71,713
Supervision and Payroll provision at 10%	10,665	2,151	905	2,589	7,171
Total Salary Costs	117,315	23,661	9,954	28,478	78,884
General Expenditure					
Rent - incl. service charge for heating, cleaning, facilities @ PAG	3,411	1,706			3,411
Electricity	450	225			450
Telephone / fax	3,000	1,500			3,000
Broadband	650	325			650
Mobile phone top ups	150	75			150
Insurance - Advice UK	414	207			414
Insurance - premises (c/o PAG)	160	80			160
Software incl anti virus, info packages	30	15			30
Stationery	500	250			500
Postage	500	250			500
Professional Memberships	280	140			280
Publicity	300	150			300
Resource materials and books	3,000	1,500			3,000
Training	500	250			500
Travel expenses	400	200			400
Sundries (cleaning materials, locks, office)	700	350			700
Total General Expenditure	14,445	7,223			14,445
Total Core Costs per annum	131,760	30,884			93,329

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.

Monitoring at Project Level.

Monitoring and evaluation of outputs, milestones and finance are taking place through the activity management information systems, recording provision of service and impact, benefits received and amounts as a result of our intervention and reduction of debt.

Cash flow information is carried out on a monthly basis by the Centre Manager of Pallion Action Group (lead agent) their cash flow is such that claims will be required monthly in arrears.

How the Project Reports to the Housing / Regeneration Team

'Financial monitoring will be in accordance with the City Council's Financial Regulations. In terms of expenditure, outputs and outcomes achieved, the Project will be measured on a quarterly basis. The City Council will co-ordinate a return in support of SIB monitoring requirements. The City Council's Housing / Regeneration Team will undertake regular monitoring visits, output and financial verification checks and evaluations'.

Operational Level

The finance administrator operates and maintains financial procedures in accordance with standard accounting procedures. Monthly reporting to the Lead Agent includes creditors' analysis, purchase requisitions, petty cash analysis, expenditure to budget variances and analysis.

The senior advice worker is responsible for authorising monthly spends and the finance administrator is responsible for ensuring that best price is obtained from reputable established suppliers. Where reasonably practical, purchasing is made locally to contribute to the local economy.

Segregation of duties means that the Lead Agent raises cheques. Ultimately, the Lead Agent reports on all spend via quarterly monitoring returns.

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):

The overall objective of this project is to improve the quality of life for local people who are disadvantaged due to low income, joblessness and poverty.

The elements of the project are:

- Core Project Team, Management and Organisation

The project has to date protected 3 jobs:

- a senior advice worker who is co-ordinating and supervising the work of the team, providing direct expertise and advice, providing information sessions, advice and supporting the community groups and networks
- a money advice worker who has the responsibility for giving specialist money advice and assistance to individuals in the community.
- project finance administrator who monitors expenditure and statistics as well as overall administration of the project

The team are based in an office in the Pallion Action Group Community Centre. Pallion Action Group is a non- profit organisation and is a limited company by guarantee that, will provide payroll and employee services as well as financial accountability for the project.

- Outreach Advice Service

This is the core of the project. The project was established due to increased public

demand for an advice centre providing a free, confidential and independent service to promote financial literacy, provide benefit checks to maximise income, followed with advice on financial literacy to manage money and prioritise debt.

The Project is a small, multifunctional unit, with a flexible and adaptive nature, responding quickly to the needs of the locality, particularly with regards to frequency and location of venue, as well as offering a home visit service.

With these factors on board, the service provided by the Project is certainly value for money.

The size of the Project means that we quickly react to statistical monitoring data to maintain an excellent support service and respond to need. The Project aims to provide relevant information to all service users and funders, maintaining effective communication links and ready liaison with all agencies.

During the past 20 months of the project (from January 2005 to December 2006), the team has worked hard to establish policies, procedures and administrative systems that meet the Community Legal Service Quality Mark standard for advice giving and professional service.

- Information and Awareness

In the project's experience, many clients are isolated individuals who are not attached to the community and are without a family support system. The project is reaching these disadvantaged individuals through advertising and 'word of mouth'.

- Information System and Dissemination of general information

The project has set up effective systems for information dissemination on welfare benefits and money advice through sessions to raise awareness, in conjunction with other agencies and network groups.

- Evaluation

An independent evaluation was undertaken in March 2006 to allow the project to assess the effectiveness of the services provided.

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:

Doreen Buckingham

Position in Organisation:

Lead Agent and Centre Manager of Pallion Action Group

Date:

19th Jan 2007

REPORT TO THE WEST AREA COMMITTEE

STRATEGIC INITIATIVE BUDGET

£22,045 award February 2006.

How the money has been spent.

The Project has been able to carry on for a further year employing three staff: - Senior Welfare Benefits Advisor, part-time Specialist Money Advice worker and a part-time Financial Administrator. The money was used for the following :-

Salaries

UK Advice Professional Insurance Indemnity.

Electricity

Telephone & Fax

Stationary & postage.

Outcomes of the Project

The project has been extremely successful for yet another year advising over 300 new clients on welfare benefit issues whilst continuing to progress a caseload of approx 50 cases at any time. Financial gains for the year amount to £1/4million in claims for benefit and backdating of benefits.

The money advice worker has dealt with 60 new clients since September 2006. Advising on prioritising and managing debts, negotiating with creditors, voluntary arrangements and bankruptcy. There is also an ongoing caseload of 30. The Money Advice Worker has to date dealt with £712,000 of debt.

The Project also provides general advice and at the very least will signpost or refer clients on to appropriate organisations or agencies. General advice would be on consumer, employment, and housing and utilities issues.

Other Funding.

The project is supported by Sure Start to provide Welfare Benefits and Money Advice to people in the Ford Surestart area until June 2007.

As we have healthy statistics for the year showing how the project is much needed in the area, we are in a position to attract further funding. The Project has applied to the Big Lottery and although we have received a favourable response, the decisions have been delayed until May/June 2007 with awards being made in June 2007.

There is also an application with Northern Rock, which again seems favourable, but there will not be a decision made until July/August 2007.

Key Lessons and issues from the Project.

Initially the project set out to cover the Pennywell, Ford and Pallion areas of Sunderland giving general and welfare benefit advice. The project quickly expanded to include Millfield, Grindon and Hendon. However, due to the lack of provision of specialist money advice in Sunderland, having lost the Wearside Money Advice unit in Hendon, it was decided to direct some of our funding towards this service. This has been a runaway success with appointments fully booked for one month in advance. There is a desperate need for a full time dedicated, specialist Money Advice Worker.

Since the City of Sunderland Welfare Rights Service decision to give advice on appeals only, there has been a huge increase in people requesting advice on completion of benefit forms such as Attendance Allowance and 'better off' calculations for people returning to work etc. Due to the Welfare Rights Service having a conflict of interest, there is also big demand for assistance with Housing Benefit and Council Tax Benefit appeals.

The project works in partnership with Washington Citizens Advice Bureau who recently made a successful tender to the City of Sunderland to provide 'city wide' advice services. However, with a population of 300,000 this is a big task. Traditionally, citizens of Sunderland do not seem to travel outside of Sunderland for advice and travelling to Washington is not that easy especially for older people or people with limited mobility.

Ben Hoare Bell (Solicitors) had an office in Pallion. Unfortunately, the building is now unsafe and the firm were prepared to withdraw from Pallion. However, the project have gone into partnership with Ben Hoare Bell, providing office space and a discreet interview room to allow them to provide a service on the doorstep for the community. This service encourages referrals to be made from the solicitor for welfare benefits and money advice and to the solicitor for advice on family law.

Future Planning

The project now has a proven record of accomplishment and must continue. The project team members are easily identified by members of the community and we are accessible, reliable, and well trusted.

The project is now at the stage where it must develop further. This will involve employing more staff i.e. a full time Specialist Money Advice Worker, a full time Financial Administrator and a part time Welfare Benefits Advisor increasing the staffing to four to try and meet the increasing demand for advice and assistance.

CLIENT FEEDBACK April 2006 to March 2007

‘I WAS VERY PLEASED WITH THE ADVICE YOU GAVE ME, AND KEEPING IN TOUCH WITH ME.’ – Mrs H April 2006

‘A FREE SERVICE WITH A VERY HIGH STANDARD THAT I WOULD BE PLEASED TO RECOMMEND.’ Mr R May 2006

‘EXCELLENT SERVICE’ Mr B June 2006

‘CAN’T FAULT SERVICE. EVERYTHING DONE ON A PROFESSIONAL SERVICE. I HAVE ALREADY RECOMMENDED YOU TO MY FRIENDS.’ Mr N September 2006

‘PROFESSIONAL STAFF, FRIENDLY RELAXED ATMOSPHERE, VERY SUCCESSFUL IN HANDLING MY PROBLEM’ Mr A September 2006

‘ALL READY GIVING FRIENDS YOUR NUMBER FOR ANY PROBLEMS THEY MAY HAVE’ Mr J September 2006

‘WHEN ON A LOW INCOME IT’S NICE TO KNOW YOU CAN GET FREE ADVICE’ ANON November 2006

‘OUTREACH PERSONNEL CAN EXPLAIN PROCEDURES AND ASSESS THE LIKELY OUTCOME.’ Mr W November 2006

‘IF YOU NEEDED TO SEE SOMEONE URGENT THEY NEVER TURN YOU AWAY. YOU CAN REALLY TALK TO THEM AND FEEL COMFORTABLE.’ Mr A December 2006

‘STAFF ARE AMAZINGLY HELPFUL’ Mr N March 2007

‘THE SERVICE I RECEIVED WAS OUTSTANDING. YOU DON’T NEED TO IMPROVE CARRY ON AS YOU ARE’ Mr C March 2007

SIB ARF Allocation : West

SIB Resources Statement as at 5th April 2007

Annex 2

	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>Total SIB Allocation Pre 2004/2005</u>		1,600.000	1,600.000	0
<u>2004/2005 Approvals</u>				
<u>Budget alloaction</u>		200.000		
West Access Fund 04/05	25.03.03		5.75	
Pallion Youth Action Group	02.10.03		11	
Quality Time	02.10.03		3.05	
Ford, Pallion & Pennywell Outreach Welfare Rights	05.02.04		2.235	
Ewesley Road Youth Work	05.02.04		3.22	
EU Funding Package Development Phase 2	05.02.04		14.255	
Sunderland Support for Parents with Disabilities	30.03.04		2	
Eco Rangers	30.03.04		1	
Development of Hydrotherapy Pool at Fulwell Day Centre	08.07.04		2.5	
Newswest Community Newspaper	08.07.04		9	
Holy Family Community Hall	08.07.04		5	
I. T Facilities at St Mary's and St Peter's Community project	07.10.04		10.3	
City - Wide 5-a-Side Leagues Project	07.10.04		3	
Playdays Childcare Project	07.10.04		14.603	
St Oswald's Security Project	07.10.04		12.716	
Hylton Road Play Park Provision	07.10.04		20	
Community Safety Equipment Scheme - Pennywell Neighbourhood Centre	02.12.04		10.365	
GATES - Community Services	02.12.04		31.831	
Eco Rangers	10.02.05		1.5	
Relocation of Childcare - Pennywell Neighbourhood Centre	10.02.05		12.187	
Area Committee Marketing Project	10.02.05		4	
Pallion Action Group - 'Pallion Youthie'	10.02.05		4.7	
Grindon CCTV Upgrade	10.02.05		15.538	
Pennywell Community Centre	10.02.05		24.998	
Building Learning Power within the Community - Richard Avenue Primary School	14.04.05		10	

SIB ARF Allocation : West

Barnes Park Pavilion - Pemberton Bowls Club	14.04.05		12.695
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Returned Funding 2004/2005

GATES Virement Creche	(03.07.03)	9.75	
Pennywell Community Centre	(05.02.04)	49.995	
		259.745	247.443
Total Resources available			12.302

	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>2005/2006 Approvals</u>				
<u>Budget allocation</u>		233.230		
West Access Fund 05/06	25.03.03		2.76	
Grindon CCTV Upgrade	10.02.05		9.246	
EU Funding Package Development Phase 2	14.04.05		14.765	
Fellstead School Community Sports Hall	07.07.05		30.040	
Plains Farm & Humbledon Neighbourhood Warden Project	07.07.05		10	
Horticultural Training Project	07.07.05		1.5	
DISC Security Measures	07.07.05		4.309	
Volunteer Outreach Project	07.07.05		3.333	
People's Pedal Power	06.10.05		2.15	
Community Initiatives Project - Thorney Close Action & Enterprise Centre	06.10.05		5.295	
Claxheugh Riverside Masterplan	06.10.05		3	
Physical Disabilities Alliance Project	06.10.05		2	
Sunderland Amateur Boxing Club - Health & Safety Works	06.10.05		2	
Lambton Street Fellowship Centre - 'High Flyers'	06.10.05		10.914	
Sunderland Training & Education Farm	06.10.05		14.5	
Compass Community Transport	06.10.05		2	
West Events Budget	06.10.05		12	
Grindon Young People's Centre	01.12.05		19	
Little Sisters of the Poor	01.12.05		20	
Phoenix Project - Community Outreach Programme	01.12.05		6	
Construction Challenge Project	01.12.05		6.5	
Sunderland Juvenile Service Project	01.12.05		10.8	
Playdays Childcare Project	01.12.05		6.750	
St Mary & St Peter's Community Project - Gap Funding	01.12.05		19.095	

SIB ARF Allocation : West

ICT Provision, Youth Matters & Service Development	01.12.05	25.370
Barnes Café / Café Development Project	09.02.06	6.898

Returned Funding 2005/2006

Active Communities Development Fund	(02.10.03)	2.196		
GATES Start Up	(06.02.03)	0.800		
Plains Farm & Humbledon Community	(02.10.03)	0.201		
Sunderland Support for Parents with Disabilities	(30.03.04)	0.830		
Physical Disabilities Alliance Project	(06.10.05)	0.666		
		237.923	250.225	-12.302
Total Resources available				0

	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>2006/2007 Approvals</u>				
<u>Budget allocation</u>		233.230		
Barnes Café / Café Development Project	09.02.06		0.602	
EU Funding Package Development	06.04.06		11.437	
Outreach Welfare Rights Project	06.04.06		21.067	
Eco Rangers	06.04.06		1.5	
Construction Challenge Project	06.04.06		5	
Play Work ILM Project	06.04.06		18	
Early Years Environment Project	06.04.06		12.643	
Sit 'n b' Fit - Improving the Health & Independent living of Sunderland's Elderly People	06.07.06		3.120	
Pennywell Community Centre Development	06.07.06		17.032	
Wearable Service Centre Development	06.07.06		10.620	
Pre Employment Support Project	05.10.06		22.045	
Community Education Project	05.10.06		13.985	
Rhyme Around the Nursery	05.10.06		10.880	
Ford, Pallion & Millfield Community Development Project	05.10.06		12.500	
Community Health & Fitness Facilities - Lambton Street Fellowship Centre	30.11.06		5.200	

SIB ARF Allocation : West

Plains Farm Extended Play Services Project	08.02.07	7.000		
St Luke's Terrace CCTV Project	08.02.07	10.000		
Area Committee Marketing Project	08.02.07	8.000		
Returned Funding 2006/2007		<u>0.000</u>		
		233.230	190.631	<u>42.599</u>
Total Resources available				<u>42.599</u>

	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>2007/ 2008 Approvals</u>		233.230		
<u>Budget allocation</u>				
Total Resources available		233.230	0	<u>275.829</u>

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

Karen Graham Sunderland North, and Washington
Telephone 553 1214 Fax 553 1599
e-mail karen.graham@dsunderland.gov.uk

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

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

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

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

3. CRITERIA FOR ELIGIBILITY

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

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

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

4 NON-ELIGIBILITY

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

5 APPROVAL AND PAYMENT

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

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

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

6 CONDITIONS

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

6.2 Purchasing / Procurement requirements

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

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

Procurement up to £10,000

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

Procurement Between £10,000 and £50,000

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

Procurement Over £50,000

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

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

Potential conflicts of Interest

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

Retention of Records

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

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

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

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

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

6.4 Once a project has used its full SIB allocation, projects will be required to submit a written report and attend a future Area Committee meeting to discuss the project's impact. Lead Agents will be informed of when this report and presentation will be required by the relevant Area Regeneration Officer.

6.5 It is the project's responsibility to keep the relevant Area Regeneration Officer informed of any changes that may affect its SIB allocation. In this respect it should be noted that:

- The normal practice will be to make SIB funding available for the period indicated in the funding profile in Section 7 of the application form. If funding is not claimed in accordance with the profile of projected costs in Section 7 of the application form or once the projected completion date has been reached, any unused allocation may be reclaimed, unless the project has indicated a reason for the delay and requested an extension to their funding period.
- No project will be allowed to access SIB funding beyond 2 years from the date of the original offer letter, unless it has received approval for funding over several years. Beyond this period, any unused allocation will be returned to SIB and any project still requiring the funding would need to submit a new application.
- SIB can only be used for the purposes outlined in section 3.4 and section 7 of the application form. If a project for any reason wishes to use their allocation for purposes other than the ones originally proposed, they would need either to return the unused allocation and submit a new proposal to the Area Committee or make a formal request to the Area Committee to vire the allocation.

6.6 The project should ensure that, wherever appropriate, publicity generated by the project acknowledges SIB support. It is a condition of SIB that any press releases be made via the SIB Marketing and Communications team (Tel 0191 553 1933). Please note that in cases where SIB has provided support for the feasibility stage of a capital build project, SIB support will need to be acknowledged on site billboards at the construction stage. The SIB logo can be obtained from the SIB Marketing and Communications team.

STRATEGIC INITIATIVES BUDGET: WARD-BASED COMMUNITY CHL

Item No.12

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 West Area Committee is set out below:

	£
St Annes	2974
Pallion	2120
Sandhill	5388
Barnes	503
	<hr/> 10,985

- 5.3 It is proposed that the unclaimed allocations for the period 1998/1999 to 2002/2003 be returned to the Area Committee. For West Area Committee this totals £18,599.
- 5.4 The total amount to be returned to West Area Committee is therefore £29,584.
- 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 been 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 31st 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 6th September 2006
Report to Area Chairs Meeting 6th 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.