

EAST SUNDERLAND AREA COMMITTEE

AGENDA

Extraordinary meeting to be held in the Civic Centre (Committee Room No. 2) on Wednesday, 26th July, 2006 at 5.30 p.m.

ITEM	(* Denotes an item relating to an executive function)	PAGE
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	* Strategic Initiatives Budget (SIB) Regeneration Issues Report	1
	Report of the Director of Development and Regeneration (copy herewith).	
4.	* Strategic Initiatives Budget (SIB) 2005?06 Ward Based Community Chest	25
	Report of the Director of Development and Regeneration (copy herewith).	

R.C. RAYNER,
City Solicitor.

Civic Centre,
SUNDERLAND.

18th July, 2006.

**This information can be made available on request in other languages.
If you require this, please telephone 0191 553 1008.**

SPECIAL EAST AREA COMMITTEE MEETING 26th JULY 2006 EXECUTIVE SUMMARY SHEET – PART I	
Title of Report: STRATEGIC INITIATIVES BUDGET (SIB): REGENERATION ISSUES REPORT	
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 new initiatives that will benefit the area.	
Description of Decision: The Committee is requested to approve: <ul style="list-style-type: none"> i) £5,000 from the 2006/7 budget as a contribution towards the Back on the Map led, 'Development of Community Services in the Hendon / East End Area' project. 	
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 £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: 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.	
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	

EAST SUNDERLAND AREA COMMITTEE (SPECIAL MEETING)

26th JULY 2006

STRATEGIC INITIATIVES BUDGET (SIB): REGENERATION ISSUES REPORT

Report of the Director of Development and Regeneration

1.0 Purpose Of The Report

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

2.0 Description of Decision (Recommendation)

- 2.1 The Committee is requested to approve the following:

- Funding to support proposals for a new project. The full application is included in Annex 1.

3.0 Background

- 3.1 Each Regeneration Framework area has been allocated a minimum budget of £200,000 per annum over the last eleven years. Over this period, therefore, the Framework area has been allocated £2,254,586 in this way.
- 3.2 Annex 2 gives a summary of allocations since its creation in 1996/7 and a full breakdown of individual projects since 2003/4.

4.0 Current Position

- 4.1 Following the last Committee meeting on 3rd July 2006, £165,725 was committed from the 2006/7 budget.
- 4.2 The funding application presented to this Committee requests a total of £5,000 from the 2006/7 budget. Should the Committee grant this request, £170,725 will be committed from the 2006/7 budget, leaving a balance of £56,568 to be allocated for 2006/7.

5.0 Reasons for the Decision

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

6.0 Alternative Options

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

7.0 Relevant Consultations

7.1 Financial Implications

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

7.2 Implications for Other Services

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

7.3 The Public

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

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

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

7.5 Public Relations and Publicity

Each project is required to indicate how it will promote SIB via project publicity in Section 3.7 of the application form. The Marketing and

Communications Co-ordinator for the City of Sunderland Council implements the publicity and public relations schedule on behalf of the Area Committee.

8.0 List of Appendices

- 8.1 Annex 1. Proposal to this Area Committee meeting for SIB funding
- 8.2 Annex 2 Summary of SIB allocations since 1996/7 and a full breakdown of projects since 2003/4
- 8.3 Annex 3 SIB Criteria and Project Guidelines

9.0 Background Papers

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

PROJECT TITLE:
Development of Community Services in the Hendon / East End Area
<u>SIB Requested:</u> £5,000
<u>Section 1: Application Requirements</u>
<p>1.1: 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. Dates and Venues of future meetings are provided as supporting information.</p>
<p>1.2 Which Area Regeneration Framework(s) does the project cover? (please tick)</p> <p>East [X]</p>

<u>Section 2: Sponsor Details</u>		
2.1 Name of Lead Organisation / Group: Back on the Map		
2.2 Address of Lead Organisation / Group: Stanfield Business Centre, Addison Street, Hendon, SR28SZ		
2.3 Contact Name for Project: Angela Bright		2.4 Position in Organisation: Capacity Building Manager
2.5 Tel. Number: 0191 5674274	2.6 Fax Number: 0191 5145941	2.7 E-mail Address: abright@backonthemap.org
2.8 Day to Day Contact Name / Details (if different to 2.3 above): Dave Logan		

2.9 Legal Status of Organisation: Company Limited by Guarantee	2.10 Registered Charity Number (if applicable): na
2.11 Does your organisation have a bank account into which funds can be paid? Operated by City of Sunderland Council (Accountable Body)	
2.12 Has the organisation received SIB support previously? Yes <u>If 'Yes' please provide details:</u> <p>Back on the Map Partnership received £15,000 from the East Area Committee in July 2002. This was to support the Hendon Beach project. However, the project did not proceed and the money was returned to budget.</p> <p>Back on the Map received £20,000 from the East Area Committee in July 2005 to support the Participatory Budgeting project. This success of this project was recently the subject of a Feedback Report to the 3rd July East Area Committee.</p>	
2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council? Yes <u>If 'Yes' please provide details :</u> Back on the Map is a New Deal for Communities area and the City of Sunderland Council are the Accountable Body for this programme.	

<u>Section 3 : Project Details</u>	
3.1 Project Title: (Please re-state title as per front sheet) Development of Community Services in the Hendon / East End Area	
3.2 Project Start Date: July 2006	3.3 Project End Date: December 2006
3.4 Please describe the project: <p>SIB funding is requested to support a comprehensive review of future options for development of Sunderland Bangladeshi Community Centre.</p> <p>Already providing a popular range of meeting facilities and wider community development services in the Hendon/East End area, the Centre wishes to review its 'offer' to the local community and to broaden its appeal to a wider, more diverse range of potential users.</p> <p>Discussions between the Centre, the Council and Back on the Map have resulted in proposals for an action-oriented options review and business</p>	

planning exercise to be carried out over the coming months, and SIB support is sought to fund a Feasibility Study and Business Plan.

The Centre provides a valuable facility for the area and the study is intended to identify how the Centre can best be sustained as a community resource to serve the needs of the wider Hendon Community as well as the Bangladeshi Community, at the same time as promoting the Community Cohesion agenda

This application requests a £5,000 SIB which will contribute towards the feasibility study. A further £15,000 will be allocated by the City Council. Back on the Map is due to consider an equivalent proposal at its Board meeting on 19th July 2006. This will seek to provide a total of £24,000 towards this exercise. £3,000 of this will act as a contingency for the feasibility study whilst the remainder will provide salaries and running costs at the Centre whilst the study is underway.

Funding elements of this project are inter-dependent as all parts are required if the project is to proceed.

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

Back on the Map funds projects that aim to regenerate the East End and Hendon area.

The Bangladeshi Community Centre is a well used facility in the Hendon area that was opened in November 2000.

Project Development of Centre was undertaken during 1999 with capital costs of the premises being funded by the following sources of funding:

Lottery	£281,000
ERDF	£169,946
SRB	£125,000
SIB	£ 15,000
Tudor Trust	£ 40,000
Henry Smiths Charity	£ 5,000

The land is owned by the Council and leased to BCC Management Committee on a 60 year lease on a peppercorn rent.

Since opening the Centre has been successful in accessing various sources of revenue funding including: Lottery, Home Office Connecting Communities grant, ERDF, NDC, Sunderland Learning Partnership, plus various charitable trusts.

Along with many other organisations within the voluntary and community sector, the Centre has experienced difficulties in securing funding of late. As a result of this members of staff employed by the Centre were made redundant on 31st March 2006, with the exception of the Community Development Worker post-holder who has maintained operations at the

<p>Centre.</p> <p>Funding for the feasibility study is intended to identify how the Centre can best be sustained as a community resource to serve the needs of the wider Hendon Community as well as the Bangladeshi Community, at the same time as promoting the Community Cohesion agenda.</p>
<p>3.6 What additional activity will SIB funding allow to happen? <i>(Please tick the appropriate statement)</i></p> <p>a) A project will go ahead which otherwise would not happen at all <input checked="" type="checkbox"/> [x] b) A project will be provided to a higher quality / on a greater scale <input type="checkbox"/> [] c) The funding will accelerate the implementation of the project by 12+ months <input type="checkbox"/> [] d) A gap in funding will be filled pending other funding being secured <input type="checkbox"/> [] e) Other reason <input type="checkbox"/> []</p> <p>Please explain your answer:</p> <p>Funding elements of this project are inter-dependent as all parts are required if the project is to proceed, therefore without SIB the project will be unable to go ahead.</p>
<p>3.7 How will you publicise that you have received support from SIB? <i>(please refer to Section 3 of the guidance notes)</i></p> <p>The project will be publicised in partnership with the SIB funded Area Committee Marketing project.</p>
<p>3.8 Has there been any consultations concerning the need for this project?</p> <p>Yes</p> <p>If 'Yes' please provide details :</p> <p>There have been several consultations on the need for this project, involving: Back on the Map; Bangladeshi Community Centre Management Committee; Banks of the Wear; Hendon Ward Councillors; Various City Council Directorates.</p>
<p>3.9 Is there any documentary evidence available to support the need for this project?</p> <p>Yes</p> <p>If 'Yes' please provide details :</p> <p>Bangladeshi Community Centre meeting notes (various)</p>

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

The project will be of benefit to the wider community of as well as to the Bangladeshi community.

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

No

If 'Yes' please provide details :

There will be no direct financial implications arising from the study itself although the Centre is located on land owned by the Council. By identifying a sustainable future for the Centre, the study will help to prevent any liabilities that might have otherwise arisen in the future.

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

Yes

If 'Yes' please provide details :

Whilst there is no one City Council Directorate responsible for the project itself, as landowner, relevant City Council Directorates have been consulted upon this proposal and are supportive, namely:

Community and Cultural Services; Development and Regeneration;
Children's Services; Chief Executive's; Treasurers.

3.13 Are any legal and other approvals required?

No

If 'Yes' 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

If yes, please describe how the project will comply with the Policy:

Back on the Map is committed to the promotion of equality of opportunity and treatment of its employees and in its activities. Our Equal Opportunities Policy sets out how the company promotes equality of opportunity and

treatment for its own staff, and the level of equal opportunities it would normally expect from projects it supports. This project will be delivered in accordance with the policy.

If no, please describe how your organisation addresses equal opportunities issues:

4.2 Does your project specifically address any of the following issues?

Ethnic Issues Yes

If yes, please provide details as to how the project is in line with the Race Relations Act 1976:

The feasibility study is intended to identify how the Centre can best be sustained as a community resource to serve the needs of the wider Hendon Community as well as the Bangladeshi Community. This will help to promote Community Cohesion.

Gender Issues No

If yes, please provide details as to how the project is in line with the Sex Discrimination Act 1975:

Disability Issues Yes

If yes, please provide details as to how the project is in line with the Disability Discrimination Act 1995

If any modifications are recommended by the Study, these will be considered in line with DDA requirements.

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:

The project will contribute to the following ARF priorities:

- City Strategic Objective: 'Extending Cultural Opportunities'
- City Objective: 'Delivery of Activecity'
- Area Issue: 'Development of leisure and cultural facilities across the area';
- Actions: 'Investigate the long term sustainability of current initiatives'.

- City Strategic Objective: 'Creating Inclusive Communities'
- City Objective: 'Working towards Social Inclusion'

- Area Issue: 'Recognise and celebrate diversity within communities and across communities of interest';
- Actions: 'Audit of activities and services provided to identify gaps and unmet need'.

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).

- Production of 1 x Feasibility Study and Business Plan.
- This will identify outcomes for the future sustainability of the Centre within the Area and the City, and is in line with the ARF strategic objective 'Extending Cultural Opportunities' as described under 5.1.
- The study will also include an audit of activities and services provided to identify gaps and unmet need. This is in line with the ARF strategic objective 'Creating Inclusive Communities, as described above.

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

Na

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The project will be managed in line with Back on the Map's guidance and procedures, with an identified Senior Manager responsible for the delivery of the study. There will also be a steering group established with appropriate representatives from the community, agencies and Back on the Map to oversee the instigation of the study, consultation with the community and delivery of the recommended action points.

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

BoM funding support is being considered at a special BoM Board meeting being held on 19th July. If BoM funding is not secured, this will impact on the scope of the feasibility study, although it would still be appropriate for the study to proceed.

Section 7: Financial Information				
7.1 How much SIB funding is requested?				
£5,000				
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?				
<ul style="list-style-type: none"> • £15,000 – City Council • £24,000 – Back on the Map 				
7.4 What other funding alternatives have been considered and why were these not appropriate?				
No other funding is available at this time.				
7.5 What are the financial implications for the project should it not receive SIB funding?				
Funding elements of this project are inter-dependent as all parts are required if the project is to proceed, therefore without SIB the project will be unable to go ahead.				
7.6 When SIB expenditure is complete how do you intend to continue this project?				
The feasibility study is expected to identify outcomes which will identify how the Centre can best be sustained as a community resource to serve the needs of the wider Hendon Community as well as the Bangladeshi Community.				
7.7 Provide a profile of projected costs:				
Funding Source	2006/07	2007/08	2008/09	Total Cost
SIB :				
East	£5,000			£5,000
1) City Council	£15,000			£15,000
3) Back on Map	£24,000			£24,000
Total Cost:	£44,000			£44,000

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:

Feasibility Study@£20,000(CoS) plus £3,000 (BoM)=	£23,000
Salaries (@ £2,000 per month for 6 months) =	£12,000
Centre running Costs (@£1,500 per month for 6 months) =	£ 9,000
TOTAL =	£44,000

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.

The Feasibility Study tendering process will be undertaken in compliance with the Council's Purchasing and Procurement procedures.

Section 8: Additional Information

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

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:

Angela Bright

Position in Organisation:

Capacity Building Manager

Date:

18th July 2006

SIB Resources Statement as at 26th July 2006**Annex 2**

	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
		1,400.000	1,376.145	23.855

Total SIB Allocation Pre 2003/2004**2003/2004 Approvals****Budget allocation****200.000**

St John's & St Pats Rental	21.07.99		18
EU Coordination 2003/2004	03.12.01		5.16
Barnes Park 2003/04	17.05.02		7.5
Hendon 2000 EU Match Funding	25.11.02		11
St Luke's Shopping Area Improvements	03.02.03		12.5
The Three L's Residents Association	03.02.03		2.036
Eco Rangers Project 2003/2004	03.02.03		1
Salisbury Street Remedial Works	03.02.03		50
Old Sunderland Development Trust 2003/2004	03.02.03		15.5
Lambton Street Fellowship Centre Refurbishment	31.03.03		3
Into Work - Environmental Works	31.03.03		16.233
Silksworth Sports Complex	31.03.03		2.5
St Luke's Neighbourhood Project	31.03.03		25
Donnison Building Restoration	31.03.03		6
Community Fund for Ford & Pallion	30.06.03		12
Commercial Road Youth & Community Project	30.06.03		4
Who Am I?	29.09.03		1
The Arts Included at Thornhill (TAIT)	02.02.04		10

Returned Funding in 2003/2004

Active Communities Dev Fund	(02.07.01)	3.530		
Donnison School	(02.07.01)	0.900		
Target Hardening Millfield	(05.02.01)	0.138		
Youth Review		2.517		
		207.085	202.429	4.656

Total Resources Available**28.511**

SIB ARF Allocation : East

<u>2004/2005 Approvals</u>	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>Budget allocation</u>		200.000		
Who Am I?	29.09.03		12	
CCTV Operator Post	29.09.03		8.709	
European Package Development Phase 2	24.11.03		7.113	
The Arts Included at Thornhill (TAIT)	02.02.04		3	
Events Budget	29.03.04		10	
Eco Rangers	29.03.04		1	
Thornhill School Sports Facility Improvemer	29.03.04		7.905	
Pallion Action Group Youth Project	29.03.04		11	
The Donnison Restoration and Re-use	29.03.04		10	
Bridging The Gap	29.03.04		12.56	
Sunderland Support for Parents with Disabilities	29.03.04		2	
Development of Hydrotherapy Pool at Fulwell Day Centre	05.07.04		2.5	
Hendon/East End Management Study	04.10.04		30	
Sunderland East Sport & Leisure Forum	04.10.04		7	
City - Wide 5-a-Side Leagues Project	04.10.04		3	
Silksworth & Ryhope Health & Boxing Club				
Weights Resistance Training Room	29.11.04		22	
Hylton Road Play Park Provision	29.11.04		5	
Sunderland Maritime Heritage - Church Street Set Up Fund	07.02.05		18.9	
Area Committee Marketing Project	07.02.05		4	
Community Environmental Educational Developments (CEED) - Greener Spaces - Gap Funding	07.02.05		11.605	
Sunniside CCTV Phase 2	07.02.05		7	
Pallion Youthie Project	07.02.05		4.7	
Ryhope Action Plan	07.02.05		40	
Music for All	11.04.05		4.969	
<u>Returned Funding in 2004/2005</u>				
Hendon Beach	(01.07.02)	15		
Hendon 2000 EU Match Funding	(25.11.02)	2.190		
Community Fund for Ford & Pallion	(30.06.03)	0.150		
Youth in Millfield	(29.03.04)	0.110		
		217.450	245.961	-28.511
Total Resources Available				0

<u>2005/2006 Approvals</u>	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>Budget allocation</u>		227.293		
Who Am I?	29.09.03		7	
European Package Development Phase 2	24.11.03		7.367	
Ryhope Development Trust - Gap funding	29.11.04		23.5	
Commercial Road Youth & Community Project - Gap Funding	29.11.04		21.072	
ECO Rangers	07.02.05		1.5	
The ISIS Project - Complementary Health & Education Project	11.04.05		10	
Hendon Young People's Project	11.04.05		14.288	
Living History North East	11.04.05		6.860	
Old Sunderland Awareness Project	11.04.05		3	
Cry In the Dark	11.04.05		5.88	
Music for All	11.04.05		5.031	
Sunderland South Youth Strategy	11.04.05		7.026	
New Life for the Old Parish Church Sunderland	04.07.05		3.525	
Rhyme Around the Nursery	04.07.05		9.600	
Building Learning power within the local community - Richard Avenue Primary School	04.07.05		3	
Volunteer Outreach Project	04.07.05		3.333	
Participatory Budgeting - Back on the Map	04.07.05		20	
Physical Disabilities Alliance Project	03.10.05		2	
Horticultural Training Project	03.10.05		1.5	
People's Pedal Power	03.10.05		2.15	
Compass Community Transport	03.10.05		2	
Sunderland Training & Education Farm	03.10.05		1.5	
East Area Eastwise Pilot Project	28.11.05		11.325	
Sunderland Juvenile Service Project	28.11.05		9.6	
Grangetown Primary School Community Wing	28.11.05		7.717	
Construction Challenge Project	28.11.05		6.5	
Phoenix Project - Community Outreach Programme	28.11.05		6	
Millfield Community Environment Project	28.11.05		12.5	
Language Enrichment for All Project - Valley Road School	28.11.05		2.696	
East Events Budget	28.11.05		7.685	

<u>SIB ARF Allocation : East</u>		
Eco Rangers	06.02.06	1.500
Barnes Café/ Craft Workshop		
Development	06.02.06	7.500
Living History North East - Finance Manager	06.02.06	14.581
Returned Funding in 2005/2006		
Hendon Young People's Project	(11.04.05)	11.047
Community Environmental Educational Developments (CEED)	(07.02.05)	6.985
Environmental Works Pallion & Millfield	(04.10.04)	0.266
Sunderland Support for Parents with Disabilities	(29.03.04)	0.830
Sunderland Sport & Leisure Forum	(04.10.04)	1.383
Old Sunderland Schools Awareness Project	(11.04.05)	0.266
Physical Disabilities Alliance Project	(03.10.05)	0.666
	248.736	248.736
Total Resources Available		0

	Committee Approval	Allocations £000's	Approvals £000's	Unallocated £000's
<u>2006/2007 Approvals</u>				
<u>Budget allocation</u>		227.293		
European Package Development Phase 2	24.11.03		5.707	
Construction Challenge Project	28.11.05		5	
Millfield Community Environment Project	28.11.05		12.5	
Language Enrichment for All Project - Valley Road School	28.11.05		13.481	
Living History North East - Finance Manager	06.02.06		18.538	
Outreach Welfare Rights Project	06.02.06		14.045	
A New Vision for Ryhope - Ryhope Development Trust	03.04.06		23.471	
People Builders Project - Sunderland Counselling Service	03.04.06		43.625	
East Events Budget	03.04.06		7.1	
Ryhope Customer Service Centre Training Room	03.07.06		15	
Improving the health and independent living of Sunderland's older people	03.07.06		3.12	
East CA Gap funding	03.07.06		4.138	
Returned Funding 2006/2007		0.000		
		227.293	165.725	61.568

Total Resources Available

61.568**Approvals subject to SIB Budget allocation for future years**

<u>2007/2008 Approvals</u>	Approval	Allocations £000's	Approvals £000's	Unallocated £000's
A New Vision for Ryhope - Ryhope Development Trust	03.04.06		24.176	
People Builders Project - Sunderland Counselling Service	03.04.06		43.625	
Ryhope Customer Service Centre Training Room	03.07.06		16.345	
			84.146	

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

Karon Purvis Sunderland North, and Washington
Telephone 553 1214 Fax 553 1599
e-mail karon.purvis@sunderland.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.

EAST SUNDERLAND AREA COMMITTEE MEETING 26th July, 2006	
Title of Report: STRATEGIC INITIATIVES BUDGET : 2006/07 WARD BASED COMMUNITY CHEST	
Author(s): Director of Development and Regeneration	
Purpose of Report: The purpose of this report is to bring forward 3 recommendations relating to the 2006/07 Community Chest Scheme.	
Description of Decision: The Committee is requested to: <ul style="list-style-type: none"> i. approve all 3 proposals for support from the 2006/07 Community Chest as detailed in Annex 1 	
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: The Community Chest forms part of the Strategic Initiatives Budget and that £250,000 is available for the scheme in 2006/2007, £10,000 for each Ward. This scheme is operated under Section 137 of the Local Government Act 1972.	
Alternative options to be considered and recommended to be rejected: The circumstances are such that there are no realistic alternatives that could be considered.	
Is this a “Key Decision” as defined in the Constitution? <p style="text-align: center;">No</p>	Relevant Review Committee: Regeneration and Community Review Committee
Is it included in the Forward Plan? <p style="text-align: center;">No</p>	

**STRATEGIC INITIATIVES BUDGET :
2006/2007 WARD-BASED COMMUNITY CHEST**

Report of the Director of Development and Regeneration

1.0 Purpose of the Report

- 1.1 The purpose of this report is to bring forward 3 recommendations relating to the 2006/2007 Community Chest Scheme.

2.0 Description of Decision

- 2.1 The Committee is requested to approve all 3 proposals for support from the 2006/07 Community Chest as detailed in Annex I.

3.0 Background

- 3.1 The Committee will be aware that the Community Chest forms part of the Strategic Initiatives Budget and that £250,000 is available for the scheme in 2006/2007, £10,000 for each Ward. This scheme is operated under Section 137 of the Local Government Act.

4.0 Current Position

- 4.1 To date approvals for each of the Wards total:

Hendon	£750
Millfield	£500
Ryhope	£2750
St. Michael's	£837

5.0 Reason for Decision

- 5.1 Community Chest support is given to projects which clearly demonstrate that they will address identified local needs, as detailed in Area Regeneration Frameworks, normally providing genuine community benefit and which can subsequently provide evidence/measurement of success in this respect.

6.0 Alternative Options

- 6.1 The circumstances are such that there are no realistic alternatives that could be considered.

7.0 Relevant Consultation

- 7.1 Members have been consulted on all applications for Community Chest support.

- 7.2** The City Treasurer has been consulted on this report, all costs associated with developing Community Chest applications are resourced by the Strategic Initiatives Budget admin fee.
- 7.3** Residents have been consulted about the priorities in the Area Regeneration Frameworks Community Chest grants support these identified priorities.

8.0 Background Papers

- 8.1** The following background papers were used:
- Community Chest Application Forms
 - Schedule of projects circulated in July 2006.

COMMUNITY CHEST 2006/2007

PROJECTS PROPOSED FOR APPROVAL

	<i>Recommended Grant subject to final estimates, invoices, up to £:</i>
HENDON WARD	
East Community Association – Contribution towards social activities for the members, transport, refreshments etc.,	200
Hendon Youth Initiative – Contribution towards activities and transport costs.	500
Hendon Young People's Project – Purchase of office furniture.	999
Total	1699
 Total of Projects	 1699