PLACE BOARD WORK PLAN

	Area Priority and suggested date for discussion by Place Board	Outcomes/Actions	Suggested Lead Agent (tbc with relevant service)	Comments/info/progress
1	**Support for local shopping centres** **July 2014**	Building on the success of previous projects and sharing best practice across the local area.	Berni Whitaker	Using the results from an evaluation of the SIB funded Business Support programme, drawing on best practice, the Place Board made a recommendation to Area Committee at the October 2014 meeting. Committee approved a sum of £55,000 SIB to deliver a package of support including a) business mentoring support b) marketing campaign c) environmental improvements. Phase 2 of the Business Support project to offer 1-2-1 and mentoring advice to local traders has now commenced. The project was contracted in Feb 2015, to BSupplied, and will run for 12 months from March 2015 to March 2016. The project covers one to one intensive retail support for 20 new businesses within Hetton, Houghton and Shiney Row, 20 retail support grants, provision of financial resources to support the traders forums/associations in the 3 areas and mentoring for 20 businesses. There is also a strand of support for environmental improvements in Easington Lane and Fencehouses. An inception meeting was held on the 3rd March 2015, where the project outcomes were discussed.
		Identifying areas for development to improve footfall and spending in local shopping centres	Julie Heathcote	The Shop Local marketing campaign continues to be delivered, with messages promoted in a variety of ways including stickers for shop and car windows and vouchers and promotions in Community News and other publications. The Shiney Row Easter Market and community event (in partnership with the local traders, ShARP and City Council) proved to be the second successful event of this type. Traders reported increased footfall and improved sales. The Traders' Forum is exploring various options to hold markets regularly in the area. Improved signage will be installed in Houghton to inform shoppers there is additional parking available. Ongoing dialogue between Houghton Traders Association, the City Council and Nexus have resulted in the option of an additonal bus stop at the top of Newbottle Street (near library) being explored. A consultation exercise is underway and options for design etc.. are being developed. BSupplied, the delivery organisation for the Business Support Programme, has undertaken an audit of the shopping parades in Easington Lane and Fencehouses to underpin some options for delivery of the environmental improvements element of the project. Some initial suggestions are painting of shutters, provision of floral displays, replacement shop signs and promotional signage. However more work needs to be undertaken in order that the highest impact for limited funding can be achieved. The next stage will be engagement activities with the businesses and the Place Board to ask what improvements they would like to see, before a plan is put together. Improvements to a footpath at Front Street, Fencehouses, was supported by the Place Board, and works were completed during March 2015. The path is now adopted by the City Council and will be included in the future Highways Maintenance Programme. Planting of shrubs and a flower bed in a small grassed area was carried out in partnership with Gentoo, Fencehouses YMCA and Dubmire School. The site will now be maintained by community partners. To assist with keeping the shopping area free of litter, it is proposed to re-instate a dedicated part-time barrowman to the Hetton area to be phased in from April 2015. Hetton town centre and areas of heavy footfall will be the main areas of priority together with target sites as and when required.

		Supporting the dementia friendly shopping centres project	Pauline Hopper	This pilot project is part of the work of the Citywide Multi Agency Dementia Group. Houghton le Spring is working to become the North East's first Dementia Friendly Shopping Centre and the official launch of the project in September 2014 attracted media attention from a number of publications and BBC television. The Alzheimers Society delivered an awareness raising session to almost 30 local traders and organisations to help them understand more about dementia and how they can make their shops more welcoming for those who may need additional support. Businesses who have signed up to the Terms and Conditions can now display a sticker in their window to let people know they have an understanding of dementia. Next steps include the roll out of the awarness raising 'dementia friends' sessions and signing up more businesses to the project. A progress report has been submitted to the Alzheimers Society.
		Supporting local traders to develop initiatives to increase trade	Berni Whitaker/Julie Heathcote	Houghton Traders Association is now well established. Shiney Row has developed a Trader Forum which meets each month. Hetton is in the process of agreeing the model for their centre. Traders in all areas are being supported to increase trade, and a 'shopping voucher' scheme has been developed in partnership with the Sunderland Echo.
2	**Community involvement and Love Where You Live (LWYL)** **September 2014**	Enhancing community cohesion and collective pride.	Pauline Hopper/VCS reps/Debbie Hall	Through the VCS Network, a number of projects and initiatives are being developed to bring different sectors of the community together. Responsive Local Services (RLS) is continuing to support the delivery of LWYL activities. The Area Community Officer and RLS colleagues are working with more schools, partners and community groups to deliver improvements, including painting of street furniture in Hetton Lyons Country Park with Springboard trainees and a Poo Watch project with local primary schools in partnership with Groundwork.
		Identifying sites for improvement and supporting a programme of activities to enhance the site	Elected Members	A number of sites for development were identified and in partnership with local schools and community groups have been improved. The Place Board made a recommendation to October 2014 meeting of Area Committee, who approved £10,000 SIB funding to continue to expand the project. This will be developed with partners via the VCS Network.
		Encouraging residents to participate in maintaining the local natural environment and develop skills associated with planting and growing fruit, veg, herbs and flowers	Pauline Hopper (SIB projects)/Debbie Hall	7 environmental projects were funded from SIB budgets with a focus on engaging local people to take part in activities to address this action. An update is provided in the SIB performance report presented to the June 2015 Area Committee meeting.

3	**Make better use of greenspace** **September 2014**	Utilising devolved Public Health funding to create and promote outdoor facilities (In collaboration with the People Board)	Project working group	Following approval of the Health and Greenspaces project and approval of £20,000 SIB to match the £20,000 public health allocation, a project steering group comprising all relevant officers and partners, chaired by Area committee Chair, met to develop the action plan which was agreed by Area Committee. Progress is being made on all elements of the project including development of trim trails in Hetton Lyons and Herrington Country Parks, development of heritage walk packs, new waymarkers for circular walking/running routes and summer activity days at greenspaces in each ward. A balance of £5,680 remains and it is recommended that a C4Ps be advertised amongst VCS Network partners for small projects of up to £1,000 to be assessed and approved by the Place and People Boards. **Coalfield Cycle Network** Detailed designs for the Coalfield Cycle Network are close to complete. This includes sifting to get a good balance of network development within budgets available for Phase 1. In accordance with conditions attached to the s.106 funding, the works are planned for an autumn 2015 start, with completion by the end of March 2016. Endorsement by the Coalfield Area Committee in March 2015 has already provided leverage that will hopefully secure additional investment in the network in association with other development. **Four Parks Route** A desk top assessment of challenges to the development of a 25km circular route taking in 'the four parks' (Hetton Lyons Country Park, Rainton Meadows, Elba Park and Herrington Country Park) has been completed. An assessment of making the route accessible to cycle trailers has been made including furniture audit. A steer has been made in favour of route provision in association with housing development at Elba Park. As referred to under 'Coalfield Cycle Network', the leverage of Area Committee support has been set in favour of additional route provision in association with housing development at Fence Houses. A section of what is mapped to become part of the route has been upgraded at Fence Houses for wider but to FPR benefit.
		Identifying green space areas for development	Elected Members/project steering group	The Health and Greenspace project steering group will collect and collate information regarding spaces which can be incorporated into the project. Goalposts for informal play have been installed at Kier Hardie play field at Fencehouses. The former Dubmire School, Collingwood Drive and Kirklee Field sites have been developed and are now regularly used by local residents and groups for outdoor activities.
		Supporting groups to improve areas and be creative in their use	Pauline Hopper/Carrie Stokoe	Through the VCS Network, a number of projects and initiatives are being developed. The Area Community Officer and RLS colleagues for the area will support local groups during delivery of LWYL and greenspace activities. A summer picnic project will be delivered during July 2015 to encourage local residents to use outdoor space in their neighbourhoods.
		Promoting health messages	Julie Heathcote/Laura Cassidy/Laura Bartlett	Public Health and Wellness colleagues will assist with the promotion of the health benefits of outdoor and environmental activity. Information will also be disseminated via the VCS Network and schools. A communications plan for the Health and Greenspaces project is being developed. The new Integrated Wellness (Live Life Well) service will be invited to join the VCS Network to improve joint working and share information.
		Provide signage regarding local facilities and features	SCC	As part of the Coalfield Health and Greenspace project existing signage will be improved and new signage developed. New signs will be installed in Herrington Country Park, Hetton Lyons Country Park and Hetton Park.

4	**Environmental improvement and education** **November 2014**	Identifying sites that suffer from neglect and/or dereliction and working in partnership with local groups, residents and council services to enhance land development for public or private use	Pauline Hopper/Debbie Hall/VCS reps	A further programme of activity will be developed in conjunction with the Love Where You Live project. The February 2015 Place Board discussed areas of concern and any ideas put forward will be considered as part of the project. Boulders placed at each side of the A frame at Peat Carr have been unsuccessful in deterring the traffic of motorbikes. Following a recent site visit with residents of Brickgarth in connection to the problems caused by motor bikes and quad bikes a scheme to carry out earth works to restrict access is proposed. . RLS has been working with Youth Offending Service on a number of sites and have a planned programme of work for them to engage in during 2015/16. To date the areas litter picked have included: The underpass embankment at the old railway line opposite Hetton Primary School The back of Dorset Street, Hetton The back of Shepherds public house, Hetton Hollowdene, Hetton
		Supporting the education of residents to understand the consequences of environmental neglect	Debbie Hall	Through community and school events a consistent message is being delivered regarding the impact of human behaviour on the environment. The work of the Community Relations Officer also involves working with businesses and local residents regarding their responsibilities with regard to waste disposal and environmental maintenance. The Place Board has agreed to support the education of residents by having a fact sheet produced including information on fly tipping, dog fouling etc.. The installation of 'rock cams' during last year has resulted in a successful prosecution for fly tipping. This has been publicised and will be used to provide information and education on the penalties attached to environmental crimes.and how individual's actions impact on the community. The rock cams are deployed by partner members of LMAPS via a protocol developed with RLS and Street Scene
		Supporting programmes that educate all residents to appreciate natural growth and wildlife in the local area	Pauline Hopper	7 small SIB funded environmental projects are currently underway and will focus on engaging local people to take part in activities to address this action. Updates on the projects are provided as part of the SIB performance report. Britain in Bloom Spring judging took place in Hetton & Houghton on 16 April. The summer judging will take place on 16 July 2015

5	**Monitor and maintain improved land** **January 2015**	Ensuring local improvements already made continue to succeed	Debbie Hall/Pauline Hopper	To ensure that improvements made as part of 2012/13 and 2013/14 priorities are maintained, the Area Community Officer and Area Response Manager will continue to monitor and take action where necessary. Improvements made under the Neglected Land project were presented to the February 2015 Place Board for information and consideration for further attention. The Board agreed that any sites requiring further attention should be priorities and improved using the remaining budget from the SIB Neglected Land project. The large Neglected Land project at Easington Lane has been delayed a number of times due to land ownership and licencing issues. Legal agreements with land owners and grazing tenants are now finalised and work commenced on site in May 2015. Two grazing plots and a nature garden will be created. As part of the commitment to maintain previously improved areas, the following 4 sites have been prioritised in phase one for grounds maintenance: 1. Percy Street – Old SCC Depot 2. Low Downs Hotel 3. Lyons Lane 4. Larkfield / Hunter St It is expected that the works will be completed by the end of June 2015. Further phases will be prioritised and costed following the completion of the phase 1 sites and a further report brought back to Place Board for phase two.
		Supporting the collaboration of the VCS, councillors, residents and council services to contribute to the maintenance of the local environment		In partnership with Groundwork Education Officer and Area Response Officer from RLS, the 'Tidy Environment' project is being developed. The first stage of the project will be a school assembly at Hetton Primary School followed by a programme of educational and environmental work with schools and the community over the coming months. The programme includes • Litter champions/eco council • Recycled craft sessions • Waste and litter awareness • Recycled art competition A number of joint projects to maintain improvements have been supported by local groups including Love Where You Live at Hetton Park in partnership with Hetton Greenwatch, Gentoo, RLS and Springboard. A youth club clean team at 'The Hut' Fencehouses in partnerhsip with SNCBC and Fencehouses YMCA will help keep the old Dubmire School site clean for the group to play outdoor games. Following concerns about the environmental damage caused by unauthorised parking at Coaley Lane and Hill View, consultation was carried out regarding proposed works to deter parking. A safety inspection meeting has taken place with Northern Power and RLS to discuss proposals and agree plans for the design of the earth works. Once quotes have been received, the agreed plan will be delivered as part of the neglected land project.

6	**Influence the design, delivery and review of Place based services devolved to Area Committee** **TBC**	1. Work with individuals and communities to take more responsibility for and be passionate about keeping local communities clean, green and well looked after. Develop approach(es) to deal with neglected:- Land, Housing, Shopping Parades Industrial Estates, through interventions appropriate at Area Level	Gill Wake	Liz McEvoy and Julie Wilkie attended the September Place Board meeting to update the Board on Empty Dwelling Management Orders (EDMOs). A pilot of the orders will be delivered on 2 properties in the Hetton area. One of the issues being addressed through the developing Intelligence Hub is community clean-ups which will inform focused activity to ensure it is fit for purpose and addressing broader issues across the area - such as ASB etc. An officer from Trading Standards attended the November Place Board to present information on the Licence Review process. Issues of most concern in the area are noise for residential neighbours of licenced premises, stolen and counterfeit goods being sold and adults purchasing alcohol from off licences on behalf of under 18s (proxy sales). The Board agreed to support a proposal to circulate a notice to be displayed in local off licences advising of fines that can be given to those purchasing alcohol for under 18s. A fact sheet has been prepared and distributed to members.
		2. Re-consider how members can influence the allocation of S106 funding at an area level	Danielle Pearson	Members received an update on the planning process and were offered the opportunity for training in October 14 and January 15 . Members' influencing role is picked up at a strategy level through supporting the development of the Core Strategy . Influence at a local level occurs through involvement in the planning application process and consultation.
		3. To influence Highways Maintenance Programme at an area level for inclusion in the Capital Programme	Les Clark	The November 2014 Place Board received an update of the 2014/15 programme and was asked for proposals for 2015/16. All locations put forward were assessed and prioritised according to location, condition and traffic needs and brought back to the Board in February 2015. Recommendations from the Board were presented to, and agreed by, the March 2015 Area Committee.