

Applications for East Sunderland Neighbourhood Fund**Application No. 1**

<b>Funding Source</b>	Neighbourhood Fund
<b>Name of Project</b>	Walk and Talk
<b>Lead Organisation</b>	Sunderland City Council: Area Arrangements

<b>Total cost of Project</b>	<b>Total Match Funding</b>	<b>Total NF Application</b>
£75,000	£0	£75,000
<b>Project Duration</b>	<b>Start Date</b>	<b>End Date</b>
6 months	October 2021	March 2022

**ALL PROJECT DETAIL TAKEN VERBATIM FROM APPLICATIONS****Project Description:**

Walk and Talk was funded in July 2019 to support Ward Cllrs work with residents to identify local problems and find solutions.

Two awards of £75,000 have already been secured via NF. Members wish to allocate a further £75,000 which will be split evenly across each ward at £15,000 to add onto existing budgets. Based on experiences from year one and two, requests for projects:

- i) can be submitted via a street walkabout with residents, or,
- ii) directly from Councillors which relates to feedback based on the Let's Talk resident's consultation exercise, or concerns raised by residents to Councillors,
- iii) all projects must have the majority of ward Councillors approval and support from the relevant Service area,
- iv) with the main objective being to resolve local issues impacting on the quality of life for residents.

The financial position of the ward budgets will be reviewed in March 2022, with the understanding that any unallocated grant could be returned to Area Committee budget to re-allocate.

**Outputs**

*TBC as and when the Programme is rolled out and implemented across the wards*

**Budget**

	<b>Doxford</b>	<b>Hendon</b>	<b>Millfield</b>	<b>Ryhope</b>	<b>St Michael's</b>	<b>Total</b>
<b>Walk and Talk</b>	£15,000	£15,000	£15,000	£15,000	£15,000	£75,000

**Recommendation – Approve**

The Neighbourhood and Community Board recommend approval of this project, which delivers to the East Sunderland Area Investment Delivery Plan Priority of Love Where You Live (Section 5).

## Application No. 2

<b>Funding Source</b>	Neighbourhood Fund
<b>Name of Project</b>	Stephenson Trail
<b>Lead Organisation</b>	Sunderland City Council: Area Arrangements

<b>Total cost of Project</b>	<b>Total Match Funding</b>	<b>Total NF Application</b>
£150,000	£100,000 (West and Coalfields)	£50,000 (East)
<b>Project Duration</b>	<b>Start Date</b>	<b>End Date</b>
12 months / 1 year	October 2021	September 2022

### **ALL PROJECT DETAIL TAKEN VERBATIM FROM APPLICATIONS**

#### **Project Description:**

In November 2020, Area Committee agreed the Membership of the Task Group for the Stephenson Trail, this was:

- Doxford ward: Cllr Heather Fagan
- Millfield ward: Cllr Andrew Wood
- St Michael's ward: Cllr Peter Wood

In January 2021 the inaugural Task Group meeting was held with representatives from the Coalfields, East and West Sunderland Area Committees, Council Services, Hetton Colliery Railway 200 Trust and Sustrans. A vibrant discussion was held, with suggestions coming from all attendees which assisted in the development of an Action Plan with ideas and actions being formed under the following headings.

- a) Information boards and signage
- b) Sculptures along the trail/ Iconic art at beginning and end
- c) Environmental improvements (cutting down vegetation etc..)
- d) Enhance cycle route options
- e) Walking maps/guides
- f) Educational programme
- g) Install rest spots
- h) Raise awareness of route
- i) Promote historic importance
- j) Promote health benefits/encourage use
- k) Hold celebration event/s in Summer 2022

To enable the Task Group to be proactive Coalfields, West and East Area Committee's each aligned £50,000 to the Task Group to all them to deliver future proposal.

In August 2021, Members received an update from the Stephenson Trail Task Group who identified the need for educational and recreational activities to be available to promote and celebrate the route. An outline proposal for Schools Resource Pack, and Art Project Ideas is shown below:

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#### **Educational Proposals**

#### **STEPHENSON TRAIL PROJECT**

## SPECIFICATION OF SERVICES

### Background

Designed by George Stephenson and opened in 1822, the trail was originally established by Sunderland City Council to recognise and celebrate Hetton Colliery Railway, being of significant international importance in the early role of railways at that time. The trail follows the route taken by coal wagons on their way from the Elemore and Hetton Collieries to the River Wear. It is 11 miles long, starts at Hetton le Hill Community Golf Course and ends at the River Wear and takes approximately five hours to walk it from start to end.

In 2020, following funding secured by Coalfields, East and West Area Committee, a Stephenson's Trail Task and Finish Group was established to seek to develop a spectacular project to celebrate Stephenson Trail bicentenary developing opportunities with local schools, community partners and residents.

Co-ordinated by Sunderland City Council's Museum and Heritage Team, we want to use themes which celebrate the Stephenson's trail past, present and future showcasing some of the trails most historical and natural landscapes alongside working with our heritage partners **Hetton200** [Home \(hcr200.org\)](http://hcr200.org) .

**Our aim** is to ensure all communities, families and children learn about the rich history and significance to the Stephenson's trail, feel connected to its heritage and can participate in activity that recognises the beauty and wildlife of this expansive natural landscape.

### Project Summary

Some of the activity should include:

#### Producing a Schools Resource Pack

Based around key themes, nature, geology, health and wellbeing, history and industry, archaeology, art & design and music, the content of the pack would link to the National Curriculum and be developed by the project co-ordinator in collaboration with local schools (alongside specialist organisations and community groups with the expertise in subject and local knowledge), with pilot sessions and testing to make sure the activities best suit their needs. There are 7 local schools with potential for each partner school to work on one subject strand of the project.

The finished packs would be offered to all primary schools along/or near to the trail and should as a minimum include lesson plans, archive resources, maps, documents, photographs and activity ideas and trails. Activities should also be inclusive of children with SEND.

#### Engaging and Interactive Arts Projects

Creative arts projects engaging families and the wider community with the themes of the Stephenson Trail. Initial proposals could include:

- Trail Markers Project
- Stephenson Trail Music Programme
- Flag/Banner making project
- Landscape Photography Competition
- Immersive Coal mining stories and oral histories

#### Stephenson Community Exhibition

Working with local art organisations to organise, manage and deliver a community art exhibition which focuses on natural landscapes, nature, flora and fauna.

#### Community Celebration Event – *Walking the Stephenson Trail*

A community event to include walking the trail.

## **Contract Arrangements**

The Project Co-ordinator will commence work with the City Council in October 2021 and work for a period of 9 months to plan and oversee delivery of a range of activity, including delivering interactive workshops with schoolchildren and engage with community groups and cultural partners. The project should be intergenerational using a broad mix of audiences, groups and communities. Managed by the Service Manager – Heritage, Museums and Arts, the successful candidate will work remotely, attend project planning meetings and present progress reports to the Stephenson Trail Task and Finish Group.

The bidder will manage a budget to commission services, source all materials and oversee the installation of any exhibition content to specific sites.

The bidder must be experienced in delivering similar activity and be able to provide examples of where they have engaged previously with children and young people, hard to reach groups and local communities.

The bidder will work in close communication with the Service Manager – Heritage, Museums and Arts who will oversee the delivery of this project on behalf of the Area Committee.

The bidder will be requested to measure a range of outcomes throughout the project i.e., numbers of people/volunteers engaged, items produced. Bidders will be asked to produce an impact report to describe the full impact the project has had on individuals e.g., health, wellbeing, activeness.

## **Project Requirements**

Bidders must be able to demonstrate within their bid how they will manage and deliver this project and produce a timeline and associated budget.

Bidders must demonstrate excellent planning/communication skills and be available to attend project team meetings as and when required.

## **BUDGET/TIMELINE**

The total fee for this commission will be **£30,000** net of VAT and is fully inclusive of all costs associated with delivery of this service. A contract for service will be issued and include a detailed specification and delivery timeline.

- October - Contract awarded. Meet with SCC to discuss the project.
- Establish project plan and timeline for delivery

### **Planning Phase                      Nov – Dec 2021**

Initial contact with schools, community and cultural partners  
Plan sessions to commence January and source required materials  
Progress updates to Stephenson Task and Finish Group  
Agree any exhibition plans and installation sites/equipment required

### **Delivery Phase                      Jan- June 2022**

To include progress updates to Stephenson Task and Finish Group

## **GOVERNANCE**

Bidders will need to demonstrate within their submission:

- An outline of the approach taken including details of how you propose to structure, deliver and manage the project
- a breakdown of fees
- Details of individuals appointed to work on the contract and their experience

- Examples of other similar projects you have delivered
- Any other relevant information which supports your submission

## INDEMNITY AND INSURANCE

Bidders must hold the following insurances:

- Employers Liability to the value of £10 million
- Public Liability (Third Party) to the value of £5 million
- Professional Indemnity £2 million

## INSTRUCTIONS FOR RETURNED BIDS

Interested organisations should send their completed submissions including a proposal of how you would undertake the project within the allocated budget, marked private and confidential for the attention of:

Trina Murphy, Service Manager Heritage, Museums and Arts  
Sunderland City Council

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The Board agreed to recommending approval of £30,000 (**£10,000 East**) from the previously allocated £150,000 joint funding (Coalfield, East and West Area Committees), for delivery of the project. It is further recommended that the remaining £120,000 (**£40,000 East**) is approved to deliver information boards/signage and environmental improvements, detail to be agreed by the Task and Finish Group.

### Outputs

*TBC as and when the Programme is rolled out and implemented across the three Areas*

### Budget

	East	West	Coalfields	Total
<b>Stephenson Trail Task Group</b>	<b>£50,000</b>	£50,000	£50,000	£150,000

### Recommendation – Approve

The Neighbourhood and Community Board recommend approval of this project, which delivers to the East Sunderland Area Investment Delivery Plan Priority to Preserve and Celebrate Local Heritage (Section 28).

### Application No. 3

<b>Funding Source</b>	Neighbourhood Fund
<b>Name of Project</b>	St Michael's CC
<b>Lead Organisation</b>	Blue Watch Youth Centre

<b>Total cost of Project</b>	<b>Total Match Funding</b>	<b>Total NF Application</b>
£55,000	£5,000	£50,000
<b>Project Duration</b>	<b>Start Date</b>	<b>End Date</b>
24 months / 2 years	October 2021	October 2023

#### **ALL PROJECT DETAIL TAKEN VERBATIM FROM APPLICATIONS**

##### **Project Description:**

In July 2020, East Sunderland Area Committee agreed the three year Delivery Plan up until 2023. Under Area Priority 17 'Support the Voluntary Sector' it recognised the importance of Blue Watch Youth Centre to St Michael's ward, especially in relation to supporting children in need from the Grangetown and Hill View area by investing in Blue Watch to establish a community hub in the ward.

To find suitable premises to set up as a community hub, Land and Property were requested to identify potential community assets within the ward which were available to develop into a community hub. It was noted that many community halls and buildings exist across the ward, however, these are associated or attached to Churches and Schools. There is only one independent council owned asset, which is a community building, known at Grangetown Community Association, Stannington Grove.

Discussions were held with the Grangetown CA's Management Committee to understand their future plans for the building, as the Centre had been closed since March 2020. Discussions revealed that the Management Committee consisted of three Members, each of whom had faced personal challenges throughout the pandemic which had left them in a deflated mind set, and they seemed unsure about the Centre's future. Further discussions with Land and Property highlighted that the Management Committee's tenancy on the building had expired and they were acting as a 'tenant at will', which meant that they could terminate their agreement with the authority to operate the building without providing notice.

Options discussed with the Management Committee covered two options:

- i. host an AGM to see if a new Management Committee could be elected, or
- ii. the Charity dissolved and the Council advertised the building as vacant under the Community Assets Policy and requested other VCS Groups to submit business plans to develop the site.

It was agreed to host an AGM in July 2021, which successfully appointed a new Management Committee.

The new Management Committee have held several meetings to agree and scope out what is required to transform the Centre into a vibrant and friendly Community Hub, that will deliver a broad range of diverse and inclusive activities. The initial focus has been on reopening the Centre for Groups and the public to access, and they have set a date of the 2 October 2021, however, there is practical exercises that needed to be carried out, such as:

- Renaming the Charity and Building to St Michael's Community Centre
- Carrying out building and fire safety inspections
- Organising a deep clean and painting of the building
- Updating the constitution, policies and bank account details
- Renewing insurances and updating contact details
- Issuing job tickets for repairs and setting up waste management processes
- Securing a tenancy for the building
- Although the new Management Committee are keen, they have faced some challenges in taking up their position and are at risk of burning out too soon.

To prevent this from happening, and to maintain the momentum, it is proposed to deliver a collaborative approach between St Michael's Community Centre and Blue Watch Youth Centre and seek an investment

from Area Committee to appoint a part time Project Development Worker for 16 hours per week, over a two year period, who will support the Management Committee to become established, by strengthening the infrastructure of the Charity and by attracting new Groups and Members to utilise the space of the building to maximum capacity and develop the Centre into a major community asset in the ward providing services to all ages.

With the Management Committee on the Centre being new, Blue Watch Youth Centre, who have used the building for 8 years have agreed to work in collaboration with the volunteer trustees by acting as the Employer of the post holder, on their behalf, to ensure the post-holder will play a key role in ensuring the management and smooth running of the Community Centre. Whilst acting as a peer mentor, and 'hand holding' the Trustees through the first two years of the Centre's re-launch.

The role of the post holder will be to set up and manage the Centre (clerical, cleaning and caretaking) and volunteers to ensure the effective day to day running of the Centre for the benefit of trustees, tenants and other users of the building. Whilst upskilling the Trustees with knowledge and skills throughout the two year period, building their capacity enough to 'hand over the reins' to effectively maintain the building, from a governance and infrastructure perspective, all the way through to, managing storage space, equipment, securing bookings and building relationships with users and tenants, to supporting volunteers and working with local partners to ensure activities at the Centre fit with others provided in the area and the Area Committee's vision for St Michael's community hub is delivered.

From day one the post holder will be planning for the exit/forward strategy, by working alongside not 'doing to' the Trustees. There will be the clear recognition that the post holder will not be 'managing the direction of the Centre' but will be there to set up, create, train, establish and handover processes relating to the running of the Centre throughout the two years. Building on the existing skills of the management committee, by carrying out a SWOT and fully understanding where the areas of improvements are needed. Then use this intelligence to develop a tailored training plan, peer mentoring package for each individual to use and access during the two-year intervention period. A more in-depth plan will be developed by the post holder but an example could be:

- 1-6 months carry out diagnostic of Charity and skills sets of Trustees, carry out a community profile of the ward to identify the demographic and identify needs / gaps in service or community provision. Develop and strengthen the Trustees by co-developing and enhancing all relevant paperwork, governance, infrastructure processes and procedures.
- 7-12 months: recruit new Trustees, work with existing Trustees to develop a robust timetable of long-term bookings and support the 'tenants' with their development needs to ensure future sustainability.
- 13-18 months: train and support the Trustees identify and develop a 5-year business plan and a funding strategy to sustain the Centre.
- 19-24 months: start handover roles and responsibilities of the post holder to the appropriate volunteer/trustee to manage.

Blue Watch will claim a Management Fee but have also added in a running costs budget to cover small capital and revenue projects to be delivered by the post holder, which enable the Centre to reach its full potential.

## Outputs

CODE	Output	2021/22 Target	2022/23 Target
101	number of digital hubs created	1	0
102	number of people accessing digital support	50	50

CODE	Output	2021/22 Target	2022/23 Target
201	number of adults enjoying a healthier lifestyle (mentally, physically, independently)	350	450
202	number of assets purchased, improved and / or developed to contribute towards healthier lives	3	5
203	number of children and young people benefiting from this project	150	250
205	number of people signposted into Public/VCS services	50	70
CODE	Output	2021/22 Target	2022/23 Target
304	number of volunteers recruited and participating	6	8
305	number of volunteer hours delivered	TBC	TBC
306	number of external organisations involved or supported	10	20
307	number of hours spent delivering this funded project	TBC	TBC
309	number of cultural, heritage and community events supported and delivered	4	4
311	number of visitors footfall at neighbourhood events	400	400

## Budget

Item and Description	Total Costs	Match Costs	NF Contribution
Salary costs 16 hours per week at £15 per hour x 52 weeks for 24 months	£24,960	-	£24,960
Management Fee @ £20 per hour x 4 hours per week for 24 months	£8,320	-	£8,320
Running Costs p.a. to cover expenditure such as or similar Marketing, Building Works, Equipment, Signage, Notice Board, etc. for 24 months	£16,720	-	£16,720
Fundraising support including writing and submission of applications if/when required	£5,000	£5,000	-
<b>Total</b>	<b>£55,000</b>	<b>£5,000</b>	<b>£50,000</b>

## Recommendation – Approve

The Neighbourhood and Community Board recommend approval of this project, which delivers to the East Sunderland Area Investment Delivery Plan Priority to 'Support the Voluntary Sector' (Section 17)



## Application No. 4

<b>Funding Source</b>	Neighbourhood Fund
<b>Name of Project</b>	Maximising Community Assets
<b>Lead Organisation</b>	Multi Partners To be Determined

<b>Total cost of Project</b>	<b>Total Match Funding</b>	<b>Total NF Application</b>
£25,000	£0	£25,000
<b>Project Duration</b>	<b>Start Date</b>	<b>End Date</b>
12 Months	November 2021	October 2022

### **ALL PROJECT DETAIL TAKEN VERBATIM FROM APPLICATIONS**

#### **Project Description:**

In March 2020 the East Sunderland Area Committee awarded grants to organisations to open up their buildings on either a Friday or Saturday night to provide a safe place for young people to visit and hang out in, instead of wandering the streets, reducing the risk of youth disorder and anti-social behaviour.

In August 2021, the East Neighbourhood and Community Board would like to recommend approval of continuing three projects that were successfully delivered, these are:

1. £5,000 for Out of the Box, delivered by The Box Youth and Community Project, Doxford
2. £5,000 for Transit Youth, delivered by Blue Watch Youth Centre, Ryhope
3. £5,000 for Transit Youth delivered by Blue Watch Youth Centre, St Michael's
4. £5,000 to either extend a previously funded project in Hendon, or carry out a call for projects
5. £5,000 to either extend a previously funded project in Millfield, or carry out a call for projects

#### **Outputs**

<b>CODE</b>	<b>Output per ward</b>	<b>2021/22 Target</b>
203	number of children and young people benefiting from this project	80
304	number of volunteers recruited and participating	6
305	number of volunteer hours delivered	312

#### **Budget**

	<b>Doxford</b>	<b>Hendon</b>	<b>Millfield</b>	<b>Ryhope</b>	<b>St Michael's</b>	<b>Total</b>
<b>Maximising Community Assets</b>	£5,000 The Box	£5,000 TBC	£5,000 TBC	£5,000 Blue Watch	£5,000 Blue Watch	£25,000

#### **Recommendation – Approve**

The Neighbourhood and Community Board recommend approval of this project, which delivers to the East Sunderland Area Investment Delivery Plan Priority of Support Youth clubs and spaces for young people to be together and feel safe (Section 20).

## Change in Circumstances No. 5

<b>Funding Source</b>	Neighbourhood Fund
<b>Name of Project</b>	ICT Tech Helpline
<b>Lead Organisation</b>	Sunderland City Council: Area Arrangements

<b>Total cost of Project</b>	<b>Total Match Funding</b>	<b>Total NF Application</b>
£5,000 (approved Mar 20)	£0	£5,000 (approved Mar 20)
<b>Project Duration</b>	<b>Start Date</b>	<b>End Date</b>
12 months	November 2021	October 2022

### **ALL PROJECT DETAIL TAKEN VERBATIM FROM APPLICATIONS**

#### **Project Description:**

To provide East's Go! Get Online Partners with appropriate advice and technical support by having a dedicated ICT support Team provided by Protech City.

Protech City will provide information, advice and guidance on IT technical issues and troubleshooting problems to enable Partners use their IT facilities in the community, if issues cannot be resolved over the phone a site visit will be carried out.

The support will be delivered via a token scheme, which will be established consisting of 100 tokens (@ £50 per token)

- Remote support: one hour = 1 token (minimum job 1 token)
- Onsite support: First hour = 3 token (minimum job 3 tokens) 1 token an hour after then

Protech would aim to response to remote support within one working day, and an onsite support visit within 3-5 working days.

Payment of the grant would be made up front, and Protech will provide quarterly updates on support provided (Jan 22, Apr 22, Jul 22), with an evaluation due by the end of October 2022.

If no support has been required, they will be the option to continue the Scheme as is, or review and enhance the offer based on learning over the first year, or return the grant to the Council.

#### **Outputs**

<b>CODE</b>	<b>Output</b>	<b>Target</b>
102	number of people accessing digital support	20
306	number of external organisations involved or supported	20
307	number of hours spent delivering this funded project	100

#### **Budget**

<b>Heading</b>	<b>Total</b>
100 tokens @ £50 per token	£5,000

#### **Recommendation – Approve**

The Neighbourhood and Community Board recommend approval of this project, which delivers to the East Sunderland Area Investment Delivery Plan Priority support people with digital learning resources (Section 11).