in partnership with Sunderland City Council

Sunderland City Council

Annex 1

Project Application 1 – Hetton Memorial Gardens
SIB Request: £30,000

Section 1: Application Requirements

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. The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format. 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.
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.
1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)
Coalfield [✓] East [ ] North [ ] Washington [ ] West [ ] South [ ]

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:		
Directorate of Development & Regeneration, Sunderland City Council		
2.2 Address of Lead Organisation / Group:		
PO Box 102 Civic Centre Sunderland SR2 7DN		
2.3 Contact Name for Project:	**2.4 Position in Organisation:**	
Keith Hamilton	Deputy Manager Planning & Implementation	
2.5 Tel. Number:	**2.6 Fax Number:**	**2.7 E-mail Address:**
0191 553 8786	0191 553 8770	Keith.hamilton@sunderland.gov.uk
2.8 Day to Day Contact Name / Details: (if different to 2.3 above)		
As above		
2.9 Legal Status of Organisation:	**2.10 Registered Charity Number** (if applicable):	
Local Authority	N/A	
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 [✓] No [ ]
If 'Yes' please provide details:
Directorate of Development & Regeneration have received a number of grants to deliver a number of schemes and programmes across its service area.
2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?
Yes [✓] No [ ]
If 'Yes' please provide details:
Local Authority

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
Hetton Memorial Garden - Regeneration	
3.2 Project Start Date:	**3.3 Project End Date:**
Summer 2009	November 2009
3.4 Please Describe the project:	
The area in Hetton Town Centre known as the "Mini Park" is in need of refurbishment in its own right and also as it forms part of the setting for the new swimming pool. Hetton Town Council have commissioned the Directorate of Development & Regeneration, Landscape & Reclamation Section to prepare a design to reflect the history of the Coalfield Area whilst providing a setting suitable for the future. To reflect this, the design retains the existing War Memorial in its original location but sees the removal of trees and large shrubs, which currently enclose the site. The aim is to make the site open and visually accessible from Front Street. It is intended to provide an appropriate setting for the Bob Paisley Memorial which was recently unveiled and also a Miners Memorial reflecting the history of the Coalfield together with a "Time Line" sculptural footpath which will combine an allusion to the railway history of the area with a calendar of major events focussed around the War Memorial opening up the opportunity to record future events reflecting the Town's desire to look forward rather than backwards. It is intended to develop the Time Line in association with local schools and the community at large drawing out significant dates in both historic and local terms. A feature of the design will be a lighting scheme to compliment this new open design. Reflecting concerns that we achieve only limited success in obtaining funds alternative design strategies have been devised. Option 1 This is based around the SIB Bid and monies from Hetton Town Council reflecting a cost for £40,000. The design has been taken from the overall Masterplan and has therefore seen as steps towards that final goal without significant compromise. Much of the existing planting and a number of trees would be removed to be replaced with turf to open the site up walling and railings to be repaired and painted together with repairs to the War Memorial.	

Option 2
As Option 1 with the addition of the Miners Memorial, improved lighting and repairs to existing paving.

Option 3
This to be the main scheme as itemised above.

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

Local Authority

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	**[ ]**
(e)	Other reason	**[ ]**

Please explain your answer:

SIB funding is seen as key to other grant applications which have been made and are detailed elsewhere in this document.

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

Press articles, signage within the Garden and resident newsletters.

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

Yes [✓] No [ ]

If 'Yes' please provide details:

The Project Team has worked with the Hetton Town Council in developing the proposals.

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

Yes [✓] No [ ]

If 'Yes' please provide details:

Minutes of meetings from Hetton Town Council can be made available if required.

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

The project will immediately benefit the local community and also the broader Coalfield community, particularly in relation to the new swimming pool. The project will benefit the main shopping area in the Town.

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

Yes [✓] No [ ]

If 'Yes' please provide details:

The cost of maintaining the existing mini park is already covered through the revenue budget.

The design has been formulated in such a way as to maintain the existing revenue requirement rather than require an increase. This has been agreed with Peter High of the Directorate of Cultural and Community Services.
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?
Yes [✓] No [ ]
If 'Yes' please provide details:
Directorate of Development and Regeneration will design and manage the project. The Directorate of Community & Cultural Services will maintain the site with Property Services.
3.13 Are any legal and other approvals required?
Yes [ ] No [✓]
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 [✓] No [ ]	
If 'Yes' please describe how the project will comply with the Policy:	
The project will be managed and delivered by Sunderland City Council's Directorate of Development & Regeneration and will adhere to all Equal Opportunity Policies adopted by the Council.	
If 'No' please describe how your organisation addresses equal opportunities issues:	
N/A	
4.2 Does your project specifically address any of the following issues?	
Ethnic Issues	Yes [ ] No [✓] (please tick)
If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:	
N/A	
Gender Issues	Yes [ ] No [✓] (please tick)
If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:	
N/A	
Disability Issues	Yes [✓] No [ ] (please tick)
If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:	
The project will be designed to the latest access standards.	

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 address the Attractive and Inclusive priority of the Sunderland Strategy. The project will support the environmental and cultural improvements of the area and provide a welcome and accessible facility for future generations. By involving local people and schools in the design and development of the timeline the project will provide the local community with an opportunity to be involved and influential.

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

The project will deliver a new space in Hetton Town Centre to be called Hetton Memorial Garden.

This will be an additional element to the regeneration of Hetton Town Centre.

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

N/A

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The project will be managed according to Sunderland City Council's approved project methodology, Prince2 through the Directorate of Development & Regeneration.

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

Risk Ref.	Type of risk	Likelihood of it happening	Possible result	How you will reduce the risk

There is the risk of failure with subsequent bids. In this instance it would be possible to downscale the project to match established funding.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£30,000

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

Capital [✓] Revenue [ ] Both [ ]

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

Other sources

BIFFA Environmental Trust	£45,000
CDent County Durham Environmental Trust	£45,000
Heritage Lottery, Our Heritage Our future	£40,000
Hetton Town Council Feasibility study	£5,000
Hetton Town Council Capital	£10,000
Sub total	£145,000
S.I.B.	£30,000
Total	**£175,000**

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

A number of other funding alternatives have been considered, however, the outputs from the project were not considered appropriate.

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

The project will not go ahead.

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

Given that the project is successful in bidding for other funds the project should be completed.

7.7 Provide a profile of projected costs:

Funding Source	2007/08	2008/09	2009/10	Total Cost
SIB:				
Coalfield		£30,000		**£30,000**
East				
North				
South				
West				
Washington				
Other Sources (please state)				
1) BIFFA			£45,000	**£45,000**

2)	CDent	.		£45,000	**£45,000**
3)	Heritage Lottery			£40,000	**£40,000**
4)	Hetton Town Council Feasibility Study		£5,000		**£5,000**
5)	Hetton town Council Capital			£10,000	**£10,000**
Total Cost:					**£175,000**

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

N/A

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

Option 1

Site clearance	£10,000
Walling & Fencing/Repairs & Painting	£15,000
War Memorial repairs & clearing	£1,000
Cultivation & Turfing	£3,000
Tree removal/works	£3,000
Replacement Seating	£2,000
Contingency	£2,000
Professional Fees	£4,000
Total	**£40,000**

Option 2

Miners Memorial	£30,000
Site clearance	£10,000
Walling & Fencing/Repairs & Painting	£15,000
War Memorial repairs & clearing	£1,000
Cultivation & Turfing	£3,000
Tree removal/works	£3,000
Replacement Seating	£3,000
Paving repairs	£3,000
Community Liaison	£1,000
Contingency	£3,000
Professional Fees	£8,000
Total	**£80,000**

Option 3

Miners Memorial	£40,000
Site clearance	£10,000
Walling & Fencing/Repairs & Painting	£15,000
War Memorial repairs & clearing	£1,000
Cultivation & Turfing	£3,000
Tree removal/works	£3,000
Replacement Seating	£8,000
Paving repairs/replacement	£45,000

Lighting	£20,000
Community Liaison	£5,000
Contingency	£5,000
Professional Fees	£15,000
Total	**£170,000**

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 project will be managed accordance with Sunderland City Council's, Procurement Code of Practice

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:

Keith Hamilton

Position in Organisation:

Deputy Manager Planning & Implementation

Date:

16.2.09

Project Application 2 – St Oswalds Community Access

SIB Request: £10,000

Section 1: Application Requirements

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.

The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format. 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.

Please note: that a representative of your organisation must be available to attend the 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.

1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)						
Coalfield ☒	East ☐	North ☐	Washington ☐	West ☐	South ☐	

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:		
St Oswalds Community Hall		
2.2 Address of Lead Organisation / Group:		
Church Street Shiney Row Tyne & Wear DH4 7AJ		
2.3 Contact Name for Project:	**2.4 Position in Organisation:**	
Mr H Graham	Community Hall Manager	
2.5 Tel. Number:	**2.6 Fax Number:**	**2.7 E-mail Address:**
0191 3853491		
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):	
Charity	X87652	
2.11 Does your organisation have a bank account into which funds can be paid?		
Yes ☒ No ☐		
2.12 Has the organisation received SIB support previously?		
Yes ☐ No ☒		
If 'Yes' please provide details:		
2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?		
Yes ☐ No ☒		
If 'Yes' please provide details:		

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)

St Oswald's Community Access	
3.2 Project Start Date:	**3.3 Project End Date:**
01/04/2009	01/10/2009

3.4 Please Describe the project:

The project will carry out work to provide a new disabled entrance and disabled toilets. An extended car parking with disabled priority will be provided once other funding is secured.

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

The Community hall currently provides a valuable local facility for community groups to meet and deliver their services and activities. The improvements will enable all sectors of the community, especially those with mobility problems, to access the facilities more easily and encourage wider use of the centre. Groups and activities currently using the hall include:

Beetle Drive
School of Dance
Coffee Morning
Ladies Club
Youth Club
Rainbows
Brownies
Guides
Bingo
Sunday School
Choir Practice
Committee Meetings
Church Fund Raising/Social Events
Concerts

The hall is also used for baptism parties, birthday parties and funeral teas. Gentoo have recently used the Hall to provide social events for older people.

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 funds being secured (max 6 months)	☐
(e)	Other reason	☐

Please explain your answer:

Award of SIB funding would mean that more activities would be able to be delivered to a wider community. Those who had previously had difficulty accessing the building would find a more welcoming, accessible project.
3.7 How will you publicise that you have received support from SIB? (Please refer to Section 3 of the guidance notes)
The project will work with the City of Sunderland Communication Team to ensure the project is promoted in line with City of Sunderland requirements. The St Oswald's newsletter and notice board will also be used to promote the support from SIB.
3.8 Has there been any consultations concerning the need for this project?
Yes ☒ No ☐
If 'Yes' please provide details:
The Management Committee has consulted with its various groups to establish the need. Consultation has also taken place with representatives of disability groups including mobility issues and those with visual impairment.
3.9 Is there any documentary evidence available to support the need for this project?
Yes ☐ No ☒
If 'Yes' please provide details:
3.10 Who will benefit from the services provided by the project?
The current users of the service, new users of the service, and ultimately the whole community.
3.11 Will there be any implications for Council Services arising from this project?
Yes ☐ No ☒
If 'Yes' please provide details:
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?
Yes ☐ No ☒
If 'Yes' please provide details:
3.13 Are any legal and other approvals required?
Yes ☒ No ☐
If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:
Planning permisson for extended and disabled priority parking has been granted. Other permissions (from Church Deanery) are in place.

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?
Yes ☐ No ☒
If 'Yes' please describe how the project will comply with the Policy:

If 'No' please describe how your organisation addresses equal opportunities issues:	
The Mission Statement of St Oswald's Hall states that all members of the community irrespective of sex, politics, religion etc.. will be welcome to attend. The Management Committee will ensure this is implemented.	
4.2 Does your project specifically address any of the following issues?	
Ethnic Issues	Yes ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:	
Gender Issues	Yes ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:	
Disability Issues	Yes ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:	

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 address the Attractive and Inclusive priority by ensuring the hall provides a welcoming and accessible community venue for all residents. The project will also contribute to the Learning priority by providing lifelong opportunities to learn, e.g. browies, guides, youth club, ladies club and beetle drive.
5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).
The building work will be inspected and the usage of the hall will be monitored.
5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?

Section 6: Management Arrangements

6.1 Describe how the project will be managed:
A contractor will be responsible for the work. This will be overseen by the Community Hall Manager
6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?
No

Section 7: Financial Information

7.1 How much SIB funding is requested?
£10,000
7.2 Indicate the type of funding requested
Capital ☒ Revenue ☐ Both ☐
7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?
Currently being sought from CRT and Community Foundation (see below) with the support of CVS.
7.4 What other funding alternatives have been considered and why were these not appropriate?
The project are seeking total funding of £20,000. Initial discussions between the project and officers identified that alternative sources of funding should be sought in addition to SIB. The project is now pursuing CRT funding and Community Foundation funding for half of the required amount.
7.5 What are the financial implications for the project should it not receive SIB funding?
The work will not go ahead and the project will not have the opportunity to increase its income.
7.6 When SIB expenditure is complete how do you intend to continue this project?
The activities currently carried out, and income generated which contributes to running costs, will continue. With improved accessibility and updated facilities there is additonal capacity to increase the usage of the hall, and increase income.
7.7 Provide a profile of projected costs:

Funding Source		2008/09	2009/10	2010/11	Total Cost
SIB:					
Coalfield		10,000			
East					
North					
South					
West					
Washington					
Other Sources (please state)					
1)	CRT/CF	10,000			
2)					
3)					
Total Cost:		20,000			

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

7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:
Disabled Toilets - SIB) Disabled Access - SIB) £10,000 Extended and Priority car parking - other funding sources £10,000
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.
Quotes have been requested. Value for money will be ensured by using the most favourable quote, balancing cost with quality.

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

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share the information with other bodies responsible for auditing or administering public funds for these purposes. 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:
Mr H Graham
Position in Organisation:
Community Hall Manager
Date:
16/02/2009

Project Application 3 – Penshaw Homing Society

SIB Request: £1,350

Section 1: Application Requirements

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. The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format. 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.

Please note: that a representative of your organisation must be available to attend the 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.

1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)

Coalfield ☒ East ☐ North ☐ Washington ☐ West ☐ South ☐

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:

Penshaw Homing Society

2.2 Address of Lead Organisation / Group:

21 Allendale Crescent
Penshaw
DH4 7NN

2.3 Contact Name for Project:	**2.4 Position in Organisation:**
Steven Wilson	Chairman

2.5 Tel. Number:	**2.6 Fax Number:**	**2.7 E-mail Address:**
07984661783		

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):
Constituted Community Group	

2.11 Does your organisation have a bank account into which funds can be paid?

Yes ☒ No ☐

2.12 Has the organisation received SIB support previously?

Yes ☐ No ☒

If 'Yes' please provide details:

2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?

Yes ☐ No ☒

If 'Yes' please provide details:

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
Penshaw Homing Society	
3.2 Project Start Date:	**3.3 Project End Date:**
01/03/2009	01/06/2009

3.4 Please Describe the project:

The funding will be used to purchase and fit out a steel storage container for the use of members of the Homing Society. Pigeon baskets and clocks will be stored in the container in order to keep them safe and in good order. Clocks must be kept in a secure, locked unit to adhere to the rules of the Homing Union.

The container will be sited in a secure location at the rear of the Monument public house car park. The brewery have given permisson to the Society and will provide the site rent free (in-kind contribution). The Society will make provision for additonal security locks to comply with the brewery insurance requirements.

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

The Society currently provides a sport and leisure opportunity for local people to participate in a newly growing activity. The Society has recently recruited 12 new members and is working with new and old members to increase the membership further to include family membership and also to engage young people into the sport. The funding will enable the Society to improve facilities and encourage more competitiveness among its young membership.

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 funds being secured (max 6 months)	☐
(e)	Other reason	☐

Please explain your answer:

The Society currently operates a club for social and competitive purposes. The provision of the funding will allow the club to improve its facilities and provide opportunities for increased membership.

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

All members will be made aware of the funding support given by SIB. The project will work with the Communications Team to provide information/stories for publication.

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

Yes ☒ No ☐

If 'Yes' please provide details:

The North of England Homing Union constitution (adopted by Penshaw Homing Society) has identified that secure, fire-proof storage is required to meet the requirements of the Union.

Members of the club have also identified the need.
3.9 Is there any documentary evidence available to support the need for this project?
Yes ☒ No ☐
If 'Yes' please provide details:
Homing Union Constitution
3.10 Who will benefit from the services provided by the project?
Old and new members of the club. New members are welcome from the whole community - there are no geographical restrictions.
3.11 Will there be any implications for Council Services arising from this project?
Yes ☐ No ☒
If 'Yes' please provide details:
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?
Yes ☐ No ☒
If 'Yes' please provide details:
3.13 Are any legal and other approvals required?
Yes ☒ No ☐
If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:
Permission has already been granted by the owner of the site to locate the container on this land. Insurance is also in place.

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?	
Yes ☐ No ☒	
If 'Yes' please describe how the project will comply with the Policy:	
If 'No' please describe how your organisation addresses equal opportunities issues:	
Anyone is welcome to become involved, or be a member, of the Society.	
4.2 Does your project specifically address any of the following issues?	
Ethnic Issues	Yes ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:	
Gender Issues	Yes ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:	

Disability Issues	Yes ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:	

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 Learning priority by providing lifelong opportunities to learn and participate in a number of activities to increase knowledge.
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).
5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?

Section 6: Management Arrangements

6.1 Describe how the project will be managed:
The Chairman of the Homing Society oversee all works.
6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?
No

Section 7: Financial Information

7.1 How much SIB funding is requested?
£1,350
7.2 Indicate the type of funding requested
Capital ☒ Revenue ☐ Both ☐
7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?
No
7.4 What other funding alternatives have been considered and why were these not appropriate?
None at present, but other sources are being explored to further improve facilities.
7.5 What are the financial implications for the project should it not receive SIB funding?

The members of the club will need to generate income from other sources.
7.6 When SIB expenditure is complete how do you intend to continue this project?
The project will continue by current fundraising sources and also by members contributing to the ongoing costs.

7.7 Provide a profile of projected costs:				
Funding Source	**2008/09**	**2009/10**	**2010/11**	**Total Cost**
SIB:				
Coalfield	1,350			
East				
North				
South				
West				
Washington				
Other Sources (please state)				
1)				
2)				
3)				
Total Cost:	£1,350			

7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.
The brewery (see 3.4 above) have provided the site as an in-kind contribution. Members of the club also contribute by paying fees and also additional payments for any extras e.g. insurance.
7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:
Steel Container £1138.50 Materials for fitting out and access to container £211.50
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.
Estimate supplied

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

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share the information with other bodies responsible for auditing or administering public funds for these purposes. **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:
Steven Wilson
Position in Organisation:
Chairman
Date:
16 February 2009

Project Application 4 – New Herrington Community, Sports and Social Club Business Plan

SIB Request: £19,000

Section 1: Application Requirements

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. The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format. 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.
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.
1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)
Coalfield [✓] East [ ] North [ ] Washington [ ] West [ ] South [ ]

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:
New Herrington Workingmens Social Club
2.2 Address of Lead Organisation / Group:
New Herrington Workingmens Club Recreation Grounds New Herrington Houghton le Spring DH4 4LJ

2.3 Contact Name for Project:	2.4 Position in Organisation:
Dennis Bulman	Secretary

2.5 Tel. Number:	2.6 Fax Number:	2.7 E-mail Address:
0778 6620847	0191 553 8770	None

2.8 Day to Day Contact Name / Details: (if different to 2.3 above)
As above

2.9 Legal Status of Organisation:	2.10 Registered Charity Number (if applicable):
Limited Company	N/A

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 [ ] No [✓]

If 'Yes' please provide details:

2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?
Yes [✓] No [ ]

If 'Yes' please provide details:
Cllr J Scott Cllr M Speding

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)
New Herrington Community, Sports and Social Club Business Plan

3.2 Project Start Date:	3.3 Project End Date:
April 2009	December 2009

3.4 Please Describe the project:
New Herrington Workingmens Club is positioned on a key site leading into New Herrington from the A19. It occupies a large site of approximately 2 Hectares, consisting of a large, licensed clubhouse, an overgrown substantial garden area, a disused running track, and a bowling green and clubhouse. It is positioned next to a Colliery welfare sports ground that has transferred its maintenance and management responsibility to the City Council. The clubhouse is now in a position where it is unable to be maintained effectively and is suffering from significant physical deterioration. New Herrington is lacking in community facilities in the area and it is proposed to engage consultants to develop a business plan that would secure a focus for the future use of the facility and provide the detailed level of information to enable application to external grant funding. It is proposed that the consultancy should provide sufficient clarity of project objectives,

implementation issues and costs and other factors associated with these to assist potential funders in considering support for the project. They should also speak to key delivery interests and have a completed document available within 3 months of the project start date.

The business plan will contain the following:

i) Executive Summary

ii) Background – Background information including the history of the site, its principal objective(s), it's linkages with the local community and adjacent sports facility, the main findings of existing research and analysis, strategic context etc.

iii) The Project Proposal– What is the project? What does it aim to achieve? What are the main options for implementation?

iv) The Market Context – What does the local environment and recent developments highlight about the market? Links should be made with the City Council with regard to the opportunity for joining the Colliery Welfare Sports facility into the Business Plan

v) Overall Option and Cost Appraisal – Bearing in mind consultation with key interests and the findings of any local research exercises, what are the different options for implementation of the project and what are the costs associated with each of these? What is the evidential basis for these projections?

vi) Financial Information – What are the project costs? What are the expenditure requirements and what is the income generated likely to be over the first three years of project operation? This should include separate identification of initial set up costs and subsequent operating costs for a period of three years.

vii) Risk Assessment – This should include analysis of risk factors associated with the implementation of each option, their likely impact and potential risk mitigating actions.

viii) Project Management – What structures are required to ensure appropriate governance arrangements for the project during the design, delivery and operational phases? What changes are necessary to enable the applicant to account for the wider outcomes of the project?

ix) Timescales & Milestones – What are the timescales for delivery of the various options, and what would the key milestones be for each option? What would the main next steps be for each option?

The business planning exercise will engage with a Project Steering Group that will effectively represent local interests. The potential delivery interests will be consulted on initial options and that their views will be reflected in the development of finalised options.

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

The organisation currently provides for a Workingmens Licensed Clubhouse, a large garden area, bowling green and clubhouse.

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	**[ ]**
(e)	Other reason	**[ ]**

Please explain your answer:

SIB funding is seen as key to the development of other grant applications that will be made.

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

Press articles, signage within the Clubhouse and resident newsletters.

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

Yes [ ] No [[✓]

If 'Yes' please provide details:

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

Yes [✓] No [ ]

If 'Yes' please provide details:

An Architect's proposal has been developed demonstrating the outcome of any investment secured through further grant funding. Planning permission has also been granted for the design of a new clubhouse and bowling green facilities.

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

The project will benefit the local community and also the broader Coalfield community through realising the potential of this site to change the perspective of the environmental amenity and providing community, sports and social facilities.

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

Yes [✓] No [ ]

If 'Yes' please provide details:

There is a current cost to the Council of maintaining the existing Colliery Welfare Sports facility and it is intended that the proposed business plan would account for management of this facility through the new arrangements.

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

Yes [ ] No [✓]

If 'Yes' please provide details:

3.13 Are any legal and other approvals required?

Yes [ ] No [✓]

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 [✓] No [ ]	
If 'Yes' please describe how the project will comply with the Policy:	
The project will develop a business pland that will promote benefits to the inhabitants of the City of Sunderland without distinction of sex, sexual orientation, race or of political, religious or other opinions.	
If 'No' please describe how your organisation addresses equal opportunities issues:	
N/A	
4.2 Does your project specifically address any of the following issues?	
Ethnic Issues	Yes [ ] No [✓] (please tick)
If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:	
N/A	
Gender Issues	Yes [ ] No [✓] (please tick)
If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:	
N/A	
Disability Issues	Yes [] No [✓] (please tick)
If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:	

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:
Enabling local people to be involved in the improvement, development and management of the area, particularly with regard to community and sporting facilities.
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 a business plan
5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?
N/A

Section 6: Management Arrangements

6.1 Describe how the project will be managed:
The project will be managed by the New Herrington Community, Sports and Social Group, aligned to the New Herrington Workingmans Club with representatives of the Sunderland City

Council, New Herrington Workingmens Club and the local community.

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

Risk Ref.	Type of risk	Likelihood of it happening	Possible result	How you will reduce the risk

There is no particular risk involved in this project.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£19,000

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

Capital [ ] Revenue [✓] Both [ ]

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

No

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

A number of other funding alternatives have been considered, however, the outputs from the project were not considered appropriate.

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

The project will not go ahead.

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

The business plan will provide a rationalisation of current research, together with clarity on objectives and subsequent deliverables to ensure ongoing sustainability of the project.

7.7 Provide a profile of projected costs:

Funding Source	2007/08	2008/09	2009/10	Total Cost
SIB:				
Coalfield			£19,000	£19,000
East				

North					
South					
West					
Washington					
Other Sources (please state)					
1)					
2)					
3)					
4)					
5)					
Total Cost:					

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

N/A

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

Independent consultancy for the production of a business plan £19,000

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 project will be comply with Sunderland City Council's Procurement Code of Practice

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:

Dennis Bulman

Position in Organisation:

Secretary

Date:

February 09

Project Application 5 – EBC Polish Partnership
SIB Request: £2,350

Section 1: Application Requirements

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.
The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format. 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.
Please note: that a representative of your organisation must be available to attend the 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.
1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)
Coalfield ☒ East ☐ North ☐ Washington ☐ West ☐ South ☐

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:		
Education Business Connections Ltd		
2.2 Address of Lead Organisation / Group:		
Units 75& 78T, TNE BIC Wearfield, Sunderland Enterprise Park (East) Sunderland SR5 2TH		
2.3 Contact Name for Project:	**2.4 Position in Organisation:**	
Barbara McClennan	Chief Executive	
2.5 Tel. Number:	**2.6 Fax Number:**	**2.7 E-mail Address:**
0191 516 6411	0191 516 6412	info@ebcltd.org.uk
2.8 Day to Day Contact Name / Details: (if different to 2.3 above)		
Christine Vickers (Assistant Chief Executive)		
2.9 Legal Status of Organisation:	**2.10 Registered Charity Number** (if applicable):	
Company Limited by Guarantee	1109144	
2.11 Does your organisation have a bank account into which funds can be paid?		
Yes ☒ No ☐		
2.12 Has the organisation received SIB support previously?		
Yes ☐ No ☒		

If 'Yes' please provide details:
2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?
Yes ☐ No ☒
If 'Yes' please provide details:

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
Polish Partnership	
3.2 Project Start Date:	**3.3 Project End Date:**
16/03/2009	30/06/2009

3.4 Please Describe the project:

EBC is developing transnational links with groups in the Gdansk area of Poland and is working with the RC Foundation in Poland to help local schools, colleges and VCS organisations to better understand and deliver the enterprise agenda and help them to develop programmes that allow young people to develop up-to-date employability and entrepreneurial skills. The RC Foundation is a major charitable trust that acts as an umbrella for a range of organisations that deliver services in the Polish third sector. In some ways it is similar to a CVS.

EBC was originally involved in a study visit to Gdansk in June 2006 and developed links with the RC Foundation and began to identify how we might work together. In May 2007 a couple of RC Foundation staff visitied the North East and saw a 'low key' EBC event for primary pupils as part of a week long trip. Following that visit, EBC staff went back to Poland in May 2008 to speak at a regional conference and links have become stronger as a result. The funding for the latest work in Poland is in place – however EBC is looking for funds to deliver events in Sunderland that the Polish people can see when they visit the city in late March 2008. EBC has been asked by the RC Foundation to show how some of our programmes are delivered so that the Polish visitors can see us 'in action', witness the benefits of our delivery methods in building local young people's employability skills and work readiness and then translate their learning into similar delivery models in Poland in May 2009.

Poland has done well in the allocation of the latest European Structural Funds and Sunderland can share its expertise with the accession countries so that they don't have to re-invent programmes we know well. This proposal, and the developing partnership, will showcase Sunderland, its schools and VCS organisations and will lead to further useful contacts and opportunities for all sectors.

EBC will deliver one of the following programmes in Houghton Kepier school (info enclosed);

All Directions Modern Foreign Language Day (French) - approx 60 year 8/9 pupils
OR
Welcome to the World of Work Day - approximately 80 Year 10/11 pupils

The exact programme will be decided based on the needs of the pupils, as identified by the teachers in conjunction with EBC staff.

Whilst each event lasts for a full day, the amount of preparation and securing the support of business supporters is very time consuming. The school needs to show how the work links with achievement, the curriculum and what opportunities the links with new businesses can bring. Local employers are likely to be harder to recruit than ever with cutbacks and fewer people on the books.

The event will take 6 - 8 business supporters (all directions) or 8-10 (Welcome to the World of Work Day) some of whom will be new and will take time and support to be able to deliver. for the All Directions event (if that is the school's preferred option) we have already identified support from Durham University who will provide language students as expert supporters for any businessess that do not have language skills.

The 'Entrepreneurs of the Future' programme we are running in Poland is also attached to provide background information on the emerging strategic partnership.

EBC is working with Catherine Auld in the Council's International Team to identify further opportunities and other potential partners from the city whom the Polish delegation should meet, including the University and other local third sector groups, during their visit to the city.

The West Area Committee has already identified funds that will allow us to deliver an event at Academy 360 during this week - the more events we can deliver the more opportunity there is to link local groups, including the benefitting schools, with the Polish delegation members and find potential new partnerships.

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

EBC is an independent education business partnership that has been based in the city for 10 years and works across the region. We deliver programmes in schools with pupils aged from 7 to 19 and have a particular expertise in working with disaffected learners, pupils in special units and pupils with significant learning barriers.

We have a portfolio of over 40 programme and our main funding comes from the LSC, schools and sponsorships. This project is an opportunity for several local schools to help showcase to an international audience how they work with business partners and also how partnerships work across the city. To deliver these events EBC will have to recruit and prepare a number of business partners who will come from across the private, public and voluntary sectors.

We want this project to be of the best possible quality so that the Polish visitors can see the schools, the pupils and their partners at their best - the emphasis is on delivering something special rather than simply a standard event. They need to have a 'wow' factor - excellent resources, high quality business input, clear objectives and a real 'buzz'.

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 funds being secured (max 6 months)	☐

(e)	Other reason	☐

Please explain your answer:

The Polish visitors are coming the week beginning 30th March 2009 and ECB wishes to deliver a series of events in Sunderland, which will promote opportunities for wider transnational partnerships. Funding has been secured via the West area committee to support the delivery of such an event for Academy 360. However, without the Coalfields Committee's support the proposed event for Houghton School will not be able to take place.

The Council is providing good support in helping draw up a programme for the week. If needed,

Our chance of finding other funds is limited because of the time of year - schools traditionally do not 'buy into' our work in March/April because of other curriculum demands. Houghton Kepier school embraces the opportunity this project offers their pupils and we have the chance to make wider contacts with groups across the Coalfield area and the Polish delegation during their visit.

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

We will be promoting the project through media releases and through exposure on our website. All event materials will have SIB/local authority branding and we will invite the local councillors to attend the relevant events.

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

Yes ☒ No ☐

If 'Yes' please provide details:

Barbara McClennan is a board member of ESFVON, the umbrella body that provides specialist support for the VCS in european matters. ESFVON has run several visits to Gdansk since 2005 hoping to spark partnership opportunities and get groups working together. This is the first practical project to emerge from these visits - both sides very much want to be able to report a success that can lead to other activities. We hope that this puts Sunderland organisations from all sectors at an advantage.

The proposed programmes to be delivered under this proposal have all been developed following on-going partnership work with schools from across the city in which schools identified the products and services they wanted EBC to develop and deliver.

Local schools are often in a dialogue with EBC and we know that there is a strong demand for programmes that bring employers into schools, involve innovation and creativity as key themes and encourage pupils to consider a wider range of possible career options, including working in the VCS.

Dialogue has also been opened with Houghton Kepier about this particular opportunity and the school is keen to be involved. The school has a track record of working with EBC and has been involved in previous 'transnational' projects including our Exploring Tourism project which saw a group of pupils travelling to Holland to promote North East tourism to an audience of Dutch travel and tourism experts. The school, in fact won the competition which was incorporated into that project.

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

Yes ☐ No ☒

If 'Yes' please provide details:

3.10 Who will benefit from the services provided by the project?
* A local school and its pupils will receive high quality programmes that will bring local employers into school and enhance work based learning and enterprise links for the pupils. * Local organisations who will have the opportunity to showcase their skills and potentially look for their own 'match' in Poland. * Local authority that will have an opportunity to make links with a city in a key part of the Baltic that has significant economic potential being in easy reach of Russia, Sweden, Denmark, Finland and Germany.
3.11 Will there be any implications for Council Services arising from this project?
Yes ☐ No ☒
If 'Yes' please provide details:
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?
Yes ☐ No ☒
If 'Yes' please provide details:
Whilst we have answered 'no' to this question we are working with the International Officer (Catherine Auld) to look at ways in which the five day visit to Sunderland can be afforded some civic support i.e. a tour of the city, meeting key potential partners etc beyond the scope of this application to SIB. This civic element would be in the hands of the local authority and not EBC - discussions are ongoing.
3.13 Are any legal and other approvals required?
Yes ☐ No ☒
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 ☒ No ☐
If 'Yes' please describe how the project will comply with the Policy:
The programme will fit the policy because; (1) All activity will be delivered in an accessible venue (the school or a local venue) (2) Consultation with the school about any special needs of pupils will take place well ahead of the events (3) Special needs of business partners will also be accomodated (4) Support will be available for any pupils requiring assistance to engage fully with the events
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 ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:	
Gender Issues	Yes ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:	
Disability Issues	Yes ☐ No ☒
If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:	

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:

This project is designed to have strategic fit with two key themes in the city strategy - Learning City and Prosperous City. Each of these points starts with a quote from the Sunderland Strategy and is followed by how this programme addresses these braod aims for the city.

Prosperous City -
* To produce an enterprising and productive global city - this project is designed to put the city in something of a 'shop window' for how we can deliver effective education and regeneration programmes and how that expertise might be 'sold' abroad.
* We will have a culture of enterprise to support growth and promote a diverse economy - the programmes EBC will deliver as part of this project are designed to bring out enteprise and creativity skills in young peopleas well as highlight how those skills are used in the workplace.

Learning City -
* To create a city with a thriving learning culture - EBC is attempting to make links between what we do here in Sunderland with the learning available elsewhere in the EU. The stories about how technically skilled the Poles are compared favourably to equivalent workers in the UK are well known yet many Polish educators feel their system is one-dimensional and does not encourage creativity or enterprise. This programme should highlight some of the good practice in both countries and identify how it can be transfered.
* Links with other towns, cities and countries are to be encouraged - this is target set for 2025, but there is no harm in beginning a long journey sooner rather than later.
* Providers and employers need to work in partnership to ensure provision is comprehensive, inclusive and responsive - all three programmes we will be delivering in this proposal are a partnership between private, public and voluntary sector organisations, local schools and EBC. This is the type of comprehensive partnership in action approach we most want the Polish delegation to experience.

* Digital Challenge will enable us to use technology to aid learning by excluded groups - a key element of the Switch on to ICT programme is that we call upon the support of several ICT community ambassadors to work with the pupils and often have the LIAZE bus in attendance. This underpins the recognition of Sunderland as a leading Digital City both by the pupils at the event and the Polish delegation.

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).
Number of events delivered - 1 Number of schools worked with - 1 Number of pupils engaged - between 60 and 80 (depending upon the programme selected by the school for delivery) Number of business partners - 6 - 10 (depending upon the programme selected by the school for delivery). These are the bare facts - this programme is about a wider ambition to build sustainable links between organisations in Sunderland and Gdansk (with the potential for wider links across Poland at a later date) that cut across the private, public and voluntary sectors. In addiotion to nurturing potential transnational partnerships for a city school, there are opportunities that could arise for college and university linkages, business contacts and opportunities for VCS organisations to market their skills and knowledge. As with standard EBC events, the plan is that the pupils taking part will have the benefit of meeting a wide range of business partners, have a real insight into the world of work, the needs of local employers and the skills and competencies they need to develop before they enter the world of work. All Directions also sees them appreciate the values of foreign languages and overseas markets and get a clearer idea of the employablility skills they will need to succeed in the workplace. As many of these are 'soft skills' (teamwork, communication, good timekeeping etc) it is often an opportunity for the less academically giften to appreciate they have skills and attitudes employers could want in the future but also emphasises the need to have good basic skills such as reading, writing and being able to work with numbers. As the Area Frameworks are being adjusted, the contribution for this programme is to the wider City Strategy and in particular to the Learning and Prosperous City elements.
5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?
We have already had support from the West Area committee – costs are separate as the events are on different themes and do not overlap.

Section 6: Management Arrangements

6.1 Describe how the project will be managed:
Barbara McClennan will have overall management responsibility but Christine Vickers, Assistant Chief Excective, will have operational responsibility for the EBC staff involved in actual delivery.
6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?
No - the project is good to go. EBC is already set to go to Poland in February 2009. EBC is only being paid from Polish EU funds when we are working directly in Poland - there are no funds to support what we want to deliver for them to witness during their time in Sunderland. The only real barrier might be the availablity of business supporters in the current economic downturn, but we have a month to prepare for the events and will work hard to ensure we

have a good and varied attendance.

Section 7: Financial Information

7.1 How much SIB funding is requested?
£2,230
7.2 Indicate the type of funding requested
Capital ☐ Revenue ☒ Both ☐
7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?
No
7.4 What other funding alternatives have been considered and why were these not appropriate?
1) Funding from schools - not appropriate as they and their pupils are being used for demonstration purposes, their contribution is to help showcase this partnership work. 2) Private sector sponsors - not a good time to be asking for funds. 3) EBC - we are being paid for what we do in Poland but not for the work here in Sunderland.
7.5 What are the financial implications for the project should it not receive SIB funding?
The event will not go ahead in the Coalfield area.
7.6 When SIB expenditure is complete how do you intend to continue this project?
We hope it will lead to a confirmed relationship with the RC Foundation that will lead to future work funded at the Polish end - what we are doing is a demonstration project both here and in Poland. We also hope that other partnerships might emerge from this work that could also be of benefit to Sunderland organisations.
7.7 Provide a profile of projected costs:

Funding Source	2008/09	2009/10	2010/11	Total Cost
SIB:				
Coalfield	2,350.00			2.350.00
East				
North				
South				
West				
Washington				
Other Sources (please state)				
1)				
2)				
3)				
Total Cost:	2,350.00			2.350.00

7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.
Support from business partners; 6hrs @ £15/hr average for 8 people per event = £720.00 Use of premises; 6hrs @ £25/hr average = £150.00

7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:	
Recruiting employers to support event (30hrs @ £20/hr)	£600
Event delivery costs (5 staff @ £20/hr for 8hrs)	£800
Work with schools to prepare for events (30hrs @ £20/hr)	£600
Catering (30 people each @ £5)	£150
Evaluation (10 hrs @ £20/hr)	£200
Total	£2,350

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.
EBC has a purchasing system that ensures we seek three quotations for work - in this case the catering would be provided on the basis of the best quotes received. We have based the calculations for this bid on costs for the most recent events we have delivered inviolving catering.

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 programmes we propose to deliver are attached, along with a summary of the work we are going to do in Poland. We think this is a valuable trans-national project to build links between organisations in Sunderland and an area of Poland with which it shares considerable shipbuilding and heavy industry heritage but with both areas now seeking to build new economies around areas such as new technology, a strong small business base and tourism. (also see attached documents)

Section 9: Declaration

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share the information with other bodies responsible for auditing or administering public funds for these purposes. 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:
Barbara Mc Clennan (digital signature)
Position in Organisation:
Chief Executive
Date:
16/02/2009

Entrepreneurs of the Future

Proposal

Submitted by:
Barbara McClennan
Chief Executive
Education Business Connections Limited

Website: www.ebcltd.org.uk

Purpose of pilot training programme

1. To share good practice in the development and delivery of work related learning, creativity and entrepreneurial skills to young people with teachers and businesses in Gdansk.

2. To identify transferable delivery models from the UK to Poland in relation to work related learning, creativity and entrepreneurship skills development.

3. To explore potential barriers, and identify potential solutions, to the transference of the 'EBC approach' of delivery within the Polish education system.

4. To assist teachers in identifying the links to classroom learning of involvement of businesses in supporting pupils' learning experiences.

5. To develop a creative approach in the delivery of work related learning and entrepreneurial skills among teaching professionals in the tri city area.

6. To support the development of partnership working between schools and businesses in the Pomorskie region.

7. To raise awareness of the opportunities for involvement in education amongst businesses in the Pomorskie region.

8. To provide professional and personal development opportunities for employees of businesses in the tri city area.

9. To support the development and planning of five pilot workshops to be delivered to young people in the Pomoroskie region of Poland (Sept-Nov 2008).

10. To explore methods of evaluating the success of the proposed pilot workshops.

Outline of EBC

Education Business Connections (EBC) supports the partnership working of schools, employers and the community. We have a team of dedicated staff who deliver a wide range of work related learning and enterprise education programmes to people or all ages and abilities across the North East of England.

Together Education Business Connections, local businesses, the local community and local schools join forces with the single aim. That aim is:

"Building Confidence in People through a Creative Approach to Learning Needs and Business Partnerships"

Education Business Connections was formed eight years ago to support closer working between schools, the community and businesses in Sunderland. Its success means that

now the team delivers innovative and creative educational, enterprise and work related learning programmes to children and adults across the North East. EBC now offers more than 40 programmes for young people of all ages and also works with adults in the community.

EBC offers a range of accredited training programmes and is an approved centre for a number of British awarding bodies including City and Guilds,

Until 2008 EBC received significant funding for its work from the European Union (ESF) and continues to be funded by a number of local, national and international sources. EBC's ongoing development is supported by Futurebuilders, a British Government backed organization set up to increase the number of third sector organisations securing public contracts.

EBC's philosophy

EBC believes that young people learn by doing and that in terms of learning about the world of work they will eventually enter young people gain more by working with people who are already in that world of work. EBC believes business people are best placed to give young people a real, practical insight into;

- What they do in the work place.
- The skills they need to carry out their job.
- The qualifications they will need to secure and the learning routes that should be considered.
- The career and progression routes open to young people once they have entered the world of work.

To that end EBC recruits business supporters from all sectors and from businesses of all sizes which are active in the North East of England. EBC has around 250 businesses actively supporting its work and spanning the whole spectrum of the economy – from sole traders and small enterprises through to local branches of international and global brand names including Barclays Bank, T-Mobile, Lloyds TSB, Nissan, Deloitte Touche and local and national government agencies. The employers represent some of the key sector of British industry including retail, business and finance, tourism and leisure, construction, communication, utilities, local and regional government, the private and community/voluntary sector.

Having recruited businesses EBC then works with them to develop activities which provide hands on, interactive learning for the young people whilst drawing upon the knowledge and expertise of business supporters recruited.

Schools take part in EBC's programmes on the basis of their specific curriculum needs. These can be;

- Subject linked i.e. ICT, Business Administration, Tourism/leisure, Construction, Media.
- School development plan linked i.e. addressing problems of attendance, poor examination performance, etc.

Special programmes are also delivered which link into key regional skills and economic strategies i.e. tourism, sustainable communities, etc, where regional government has identified either a need to encourage more new entrants into a specific sector to meet an existing or predicted recruitment shortage or needs to embed national government

policies (i.e. the sustainable communities agenda) into the learning experiences of young people.

Outline of the Training Programme proposal

EBC has been requested to deliver a series of workshops to both teachers and business people linked to specific industry sectors:

- Production sphere
- Banking, finance and the stock exchange
- Trade and International Co-operation

These workshops will explore existing EBC 'products', identify their relevance to the Polish education system, and establish how much of the EBC approach to delivery can be transferred to the Polish learning experience for young people – with the overall aim of developing entrepreneurship and business skills in Pomorskie's future workforce.

In relation to these three specific industry sectors, EBC would propose as a starting point to focus primarily on the following EBC established programmes ***(PDFs of these programmes are included with this proposal outline)*** as well as components of other programmes which will offer opportunities for ideas generation and the development of 'homegrown activities' by the Pomorskie workshop attendees ;

Production sphere

- Select a Sector
- Construction Carousels
- Welcome to the World of Work
- Skills for Work Events

Banking and finance

- Careers that Add Up to Success
- Switch onto ICT

Trade and International Co-operation

- All Directions Modern Foreign Language Days

Creativity and Entrepreneurship will be explored through:

- Creative Businesses
- Fashion Fame and Fortune
- Enterprise simulation elements from various other EBC programmes

Also integrated into the proposed workshops will be the exploration of how relevant generic themes which are present in all of EBC's programmes can be integrated into the Polish experience. Common to all EBC's programmes are:

- Activities designed by businesses to provide young people with a practical insight of the kind of tasks employees face in their day-to-day work.

- Interaction opportunities for young people with future employers designed to encourage them to find out more about the careers open to them.

- In-built development of the 12 key employability skills identified by British employers as required in their future workforce. These include:
    - team work
    - communication
    - task management
    - time management
    - listening to, and following, instructions
    - managing workloads
- Clear links with the school curriculum, course work requirements and specialist subject areas.

- Development of key skills i.e. literacy, numeracy and ICT

Trainers' Expertise

Barbara McClennan

Barbara joined EBC in 2002 from a previous post as Communications Manager with Newcastle City Council where she launched and managed its highly popular Citylife magazine for all residents in the city as well as managing all stages of the production of various council publications. She was also joint acting Head of Communication at Newcastle.

Before that she was a lecturer at Darlington College of Technology teaching local government as well as journalism skills, design and layout work to students on various courses including students studying for a BA (Hons) in journalism, BTEC Media and those following block release courses as part of their professional journalism training.

Previously Barbara had spend 20 years in local print journalism in various roles including district reporting and news desk work. In the later years she specialised in municipal reporting. During her time in journalism she won numerous awards for her writing including North East Journalist of the Year. She was twice voted the region's Investigative Journalist of the Year and also holds several national journalism awards. She also has four years public relations experience gained when she was Public Relations Manager with a local regeneration programme.

Before taking over EBC Barbara had spent many years supporting the work of education business partnerships as a volunteer mentor for young people considering a career in journalism. Barbara is a Common Purpose graduate and in 2008 completed the Northern Rock Lead the Field training programme for Voluntary Sector Leaders.

Barbara holds a MA in Mass Communication from the University of Leicester, Level 5 NVQs in both Strategic and Operational Management as well as both journalism and teaching qualifications, including D32 and D33. She is a member of the Chartered Management Institute and ACEVO - the Association of Chief Executives of Voluntary Organisations in the UK. She is also a member of EUCLID – the Europe wide umbrella body for voluntary sector leaders.

Barbara is a school governor and Trustee of several charities. As chair of South Hylton Community Building Project she has overseen the raising of more than £600,000 to build a new community building for her village. She represents the community voluntary sector on various strategic organisations including the Pentagon Partnership, TyneWear Partnership and the new City Region Interim Executive Board. She is also an active

member of Sunderland Community Network and represents it on the Sunderland Partnership's (LSP) Management Group and the Sunderland Learning Partnership.

Iain Kay
Has been involved in the community voluntary sector in the UK since 1985 and has extensive experience of promoting partnerships with the private and public sectors. He has worked for enterprise agencies, community enterprises, education business partnerships and for public sector agencies. Since 1995 he has managed his own consultancy company that specialises in community capacity building, enterprise, training and fundraising.

He is a member of the Institute of Directors, the NE Chamber of Commerce has eight years experience as a local councillor (elected member) and is a former non executive director of Newcastle Airport. He currently serves on the management committees of five local voluntary groups, including ESFVON. Iain is also a Fellow of the Royal Society for the Arts.

Like Barbara, Iain is an active member of Sunderland Community Network and represents it on the Safer Sunderland Partnership management group. Iain has a range of qualifications including an MSc in Systemic Organisation and Management, a Diploma in Management Studies and a Degree in Applied Physics.

In 2006 Barbara, supported by Iain, delivered a workshop at a conference in Gdansk as part of a delegation supported by ESFVON to help share and transfer skills and learning from North East England to non government organisations the Pomorskie region.

Contact Us to Find Out More

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ALL DIRECTIONS LANGUAGE EVENTS

EBC think

North East England Tourism Awards 2006
Gold Winner

The need for pupils to be able to communicate in a modern foreign language is more important than ever before – whether for social, leisure or employment purposes.

Despite the obvious benefits to young people being able to speak a foreign language, there is growing concern that at the age of 14 many pupils are opting out of foreign language learning.

With that in mind EBC offers its programme 'All Directions' Language Events. 'All Directions' Events are branded according to the specific modern foreign language which is subject of the focus on the day. For example:
French – 'Toute Directions'
German – 'Alle Zender'
Spanish – 'Todas las Direcciones'

Developed in partnership with modern foreign language teachers and LEA specialist language advisers, the events provide vital practical experience of classroom learning through an exciting, stimulating range of activities while reinforcing the value of a modern foreign language in terms of business and industry, travel and tourism.

Pupils become members of a company team charged with the task of making a pitch for business to a foreign company. They must plan their marketing pitch, and organise all travel and accommodation arrangements, including currency and meal requirements, in French, German or Spanish.

Business supporters, who reinforce the importance of foreign languages to themselves and their companies, act as either group facilitators, or deliver activities including:

- Travel booking desk.
- Foreign exchange.
- Hotel and accommodation service.
- Restaurants.
- The potential customers.

Throughout the day pupils must speak in the language of the day and earn points for their team through the demonstration of their fluency. For example:
- Will their presentation capture the hearts, minds and money of their potential foreign customer?
- Will they book the right number of seats on the right flight to get them there in time?
- Will they get their accommodation right - or will the Managing Director end up sharing a room with the hotel's janitor or concierge?
- Will everyone get the food they want and will there even be a table at their chosen restaurant?

Education Business Connections provides:
- Pre-event discussions with schools to ensure that the focus of events builds upon pupils' classroom learning.
- Recruitment of businesses to deliver activities.
- Practical advice and guidance to companies on delivery of activities.
- An exciting and stimulating programme drawing out the importance of fluency in a modern foreign language in both a working and social/leisure context.
- Integration of key employability skills and enterprise education across all activities.
- Development of financial literacy and an awareness of the national and international economy.
- Full event organisation, including arrangements for venues, transport, and all related housekeeping aspects.
- Full post-event evaluation.

'BUILDING CONFIDENCE IN YOUNG PEOPLE THROUGH A CREATIVE APPROACH TO CURRICULUM NEEDS AND BUSINESS PARTNERSHIPS'

WELCOME TO THE WORLD OF WORK

EBC think

North East England Tourism Awards 2006
Gold Winner

The Welcome to the World of Work (WWW) Day programme is another example of EBC's commitment to provide school pupils with stimulating, exciting and challenging ways of experiencing for themselves some of the complex issues facing people in the working environment whilst developing their key employability skills and enterprise awareness.

Using the successful, well established formula of EBC's large scale event portfolio up to 120 pupils experience a range of work related and enterprise activities which involve them taking on various roles within a company - from senior management to production line workers, and including trade union representatives.

The programme places a heavy emphasis on building up pupils' skills portfolios in particular areas they will need as they approach the time when they will be required to apply for jobs, college places, etc. It also provides young people with practical exposure to work related learning and enterprise education. Activities include analysing job adverts and completing application forms.

The programme for the WWW Days includes:
- Memory Mapping company staffing structures, site plans or distribution/production networks.
- Analysis of Job Adverts.
- Create artistic interpretations of both the nightmare and idea employee.
- Workers' - and Employers' - rights.
- Special Presentations on health and safety, the buyer's role and auditing procedures.
- A mini enterprise designed to see pupils take on various production and management roles within a company set up to produce marketable products on time and within budget.
- Putting together, and giving, a presentation.

Business supporters play a key role in either acting as team advisers/facilitators or in bringing their particular area of expertise to the event (i.e. health and safety, trade unionism).

Activities are also designed to develop vital skills required in the working world including:
- Team working.
- Problem solving.
- Decision making.
- Delegation.
- Negotiation.
- Communication skills.
- Literacy and numeracy.
- Entrepreneurship
- Creativity and innovation

Education Business Connections provides:
- Recruitment of businesses to deliver activities.
- Practical advice and guidance to business supporters on the proposed activities.
- Recruitment of schools to take part in the events.
- Full event organisation including arrangements for venues, transport and all related housekeeping aspects.
- Full post-event evaluation.

'BUILDING CONFIDENCE IN YOUNG PEOPLE THROUGH A CREATIVE APPROACH TO CURRICULUM NEEDS AND BUSINESS PARTNERSHIPS'

think