

# **Rossmere Neighbourhood Action Plan**

Tuesday 25<sup>th</sup> May 2010  
5.30pm  
Rossmere Community Building  
Rossmere Way

## **A G E N D A**

- 1 Introductions & Apologies**
- 2 Minutes of Previous Meeting –Tuesday 27<sup>th</sup> April 2010**
- 3 Matters Arising**
- 4 Police Update**
- 5 Budget and Priorities for 2010/11** **Fiona Stanforth**  
Project proposals;  
OFCA- Youth Drop In ( Jutland Road Community Centre) **OFCA rep**  
Manor Residents Association- Low Level Support **Manor Residents rep**
- 6 Rossmere Allotments Association – Community Garden** **Cath McCluskey**  
**Friends of Rossmere Park- Activities and Park** **Ann Marshall**  
**Development Officer**
- 7 Project Updates OFCA- Development Opportunities** **OFCA rep**  
**Laptops -CV Building/Job Search** **Sue Skelton**
- 8 Youth Provision** **Sue Skelton**
- 9 Any Other Business**
- 10 Time and date of next meeting-**

**Minutes of the Rossmere Community Forum  
Tuesday, 27<sup>th</sup> April 2010, 10.00am  
Jutland Road Community Centre**

**Present**

Rosemarie Kennedy	Resident Representative Rossmere
David Frame	HBC Neighbourhood Management
Susan Christie	Housing Hartlepool
Daniel Cleary	Hartlepool Youth Service
PCSO 7905 Widdowfield	Cleveland Police
Fiona Stanforth	HBC Regeneration
Sue McBride	HBC Neighbourhood Services
Peter Joyce	Resident
Tom Stewart	Rossmere Residents Association (Chair)
Cath McCluskey	Rossmere Allotment Association
Sue Skelton	Hartlepool Integrated Youth Support Service
Ann Marshall	HBC Councillor
Trisha Lawton	Councillor Candidate
Bill Spowart	Resident
Peter Bradley	Fire Brigade

**Apologies**

PC Todd	Cleveland Police
PCSO Adair	Cleveland Police
Christopher Akers- Belcher	HBC Councillor
OFCA Representative	

**Action**

**1. Welcome, Introductions and Apologies**

Introductions and apologies were made.

**2. Minutes of Previous Meeting [23.03.2010]**

The minutes were approved as an accurate record.

**3. Matters Arising**

Clarification that Cath McCluskey is from the Rossmere Allotments Association and not the resident's association as detailed in the last minutes.

**4. Police Update**

Reported that the speeding is being looked at, as it was identified as a priority by residents. On 24.04.2010, 24 people were prosecuted speeding on Rossmere Way. The Police speeding unit were there from 10am-4pm, patrols are ongoing.

Progress made on drug dealing in Jutland Road, 1 arrest made. Intelligence continues to be received.

No further priorities were identified by residents for the police to look at.

**5. Budget and Priorities**

Fiona informed the group that they needed to choose the themes from the NAP that they wanted to set as priorities for the next year. Following discussions, the Forum unanimously decided to keep the same themes as last year, these are:

- Jobs and the Economy
- Lifelong Learning and Skills
- Culture and Leisure
- Strengthening Communities.

The budget for the year (2010/2011) is £18,000 with a target to spend 50% of this to commission projects that meet priorities under the Jobs and the Economy and Lifelong Learning and Skills themes of the NAP.

**Action** – Forum to look at the Low level support project proposal at the next meeting.

All

### **6. Youth Forum Allocation**

Sue McBride detailed the work that the South Youth Forum undertakes and the projects that they had commissioned with their allocation of funding from the Rossmere Forum last year.

**Agreed** – Allocation of £1,000 to the South Youth Forum for projects to benefit the Rossmere NAP area. Further allocation may be considered later in the year depending on the budget availability.

### **7. Project Updates**

#### **OFCA – Employability Project**

Sue McBride gave a brief update on the project. 10 residents are taking part on a Health and Safety course. Reported that the course dynamics have changed originally planned as a 6 week programme although this wasn't popular with interested people therefore the support is being given on a one to one basis and currently 8 individuals are being worked with.

#### **Youth Services – Laptop Project**

Sue Skelton reported that the laptops had been purchased, 6 cases, 6 word packages and 6 virus packages had also been purchased. The total cost was £2,383.38, the £178.50 overspend was covered by another budget. Sue reported that the equipment is not currently being stored in the building, although will be shortly. Reported that the laptops had been used and numeracy work had been started with the young people at the session on 26/04/2010. Sue reported positive feedback from this first session with mainly 14 & 15 year olds working on the laptops. Reported that the youth service is looking at setting short courses e.g. creating recipe books.

Reported that the BT Computer offer is only for community and voluntary groups.

**Action** – Pass on information to local Community and Voluntary Groups.

SMc

### **8. Youth Provision**

Reported that a lot of positive work is ongoing with the young people accessing the service. The group have produced a leaflet on sexual health issues that has been distributed across the town, this project was match funded by the PCT. The summer activities were also discussed.

### **9. A.O.B**

Park Activities – Cllr Marshall updated the Forum on the plans that the Friends of Rossmere Park Group had, this includes 3 activities and a park officer as their priorities. A discussion took place about joining up with Ward Jackson Park to get a worker between the two parks; the Friends did not feel that this would be a realistic option. Reported that the Friends would be looking for funding to support these activities.

Fiona explained the monitoring of all NAP projects that is undertaken by the Community Regeneration Team. Forum members were asked to identify projects that may be considered to be continued in the future. These would be monitored as a priority. A discussion took place regarding monitoring of projects.

**Action** –Friends of Rossmere Park Project (2009/10) and Youth Provision (2009/10) to be monitored as a priority.

**FS**

Rose informed the group that there would be a Strawberry Tea at Rossmere Community Building on 19<sup>th</sup> June 2010 from 1-3pm. Tickets are £1.50, please contact Jean Wood on 01429 429208.

A discussion took place about the commissioning process, the process was outlined and members were reminded that projects should meet the priorities from the action plan. In brief, once an issue has been prioritised by the Forum, local service providers will be approached to provide project proposals which are then considered by the Forum.

**FS**

**Action** – Take action table to next meeting for Forum to look at and agree priorities.

Sue Skelton introduced the new Positive Activities Worker, Daniel Clearly who will be coordinating weekend activities. Hartlepool Youth Service are encouraging Third Sector organisations to contact Daniel's with information about future events, activities etc. Contact email is [daniel.clearly@hartlepool.gov.uk](mailto:daniel.clearly@hartlepool.gov.uk).

#### **10. Time & Date of next meeting**

Tuesday 25<sup>th</sup> May 2010, 5.30pm at Rossmere Community Building, Rossmere Way

**Rossmere Community Forum**  
**25<sup>th</sup> May 2010**

**Report of:** Fiona Stanforth, HBC COMMUNITY  
REGENERATION TEAM

**Subject:** RESIDENT'S PRIORITIES BUDGET 2010/11

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## **1 PURPOSE OF REPORT**

1.1 To update the NAP Forum on the current position of the Resident's Priorities Budget for 2010/11 and to consider potential schemes for funding.

## **2 CURRENT POSITION**

Total Allocation 2010/11:	<b>£18,000</b>
Committed Spend as at 25/05/2010:	<b>£1,000</b>

## **3 APPROVED SCHEMES**

Project	Amount approved
Youth Forum – approved 27/04/2010	£1,000
<b>TOTAL</b>	<b><u>£17,000</u></b>

## **4 PROPOSED SCHEMES**

Project	Amount approved
<b>TOTAL</b>	

## **5 SUMMARY**

Total fund available	<b>£ 18,000</b>
Total fund committed	<b>£1,000</b>
Total cost of proposed schemes	<b>£0</b>
Total fund remaining if proposed schemes approved	<b><u>£17,000</u></b>

## ROSSMERE COMMUNITY FORUM

Responsible Organisation	Rossmere Allotments Association	
Contact Details	Cath McCluskey 07986548387 email nmclluskey1963@hotmail.com	
Project Title	Community Garden	
Project Description	To transform an unused allotment plot on the Rossmere site into a community garden run by local people on a volunteering basis. The project is needed due to lack of green space for people living in flats and sheltered accommodation. A plot will be fenced, raised beds will make up part of the garden for those who cannot bend due to physical disability. Paths will be made of decking for those in wheelchairs. There will be a place for wildlife, a shed/summer house in which to shelter and socialise, a poly tunnel for plants which need warmth and a grassed area in which to relax. The remainder of the plot will be fruit, vegetable and flower beds.	
Length of Project	3 to 6 months to complete site for public use	
Outputs and Outcomes	The plot will provide fresh fruit, vegetables, herbs and flowers for its users. It will strengthen the community by bringing together neighbours and different generations. It will be a place to recover from mental or physical illness. Gardening is ideal for recreation and exercise. It will give people a place to visit outside in safety and will provide habitats for wildlife.	
Total Project Cost (including breakdown)	Fencing, paths, raised beds, decking, materials for sun house	£5,500
	Poly tunnel, top soil	£1,500
	<b><u>PROJECT TOTAL:</u></b>	<b><u>£7,000.00</u></b>
Forum Allocation	<b>FORUM ALLOCATION:</b>	<b>£7,000.00</b>
Additional Funding	Short fall in funding will be sort from Hartlepool Lottery	£
		£
	<b>ADDITIONAL FUNDING:</b>	<b>£</b>

## ROSSMERE COMMUNITY FORUM

Responsible Organisation	Owton Fens Community Association (OFCA)
Contact Details	<p>Niki Duffy  Projects Manager  Youth Drop In  c/o OFCA Advice Centre  39 Wynyard Road  HARTLEPOOL  TS25 3LB  (01429) 287079</p>
Project Title	Rossmere Youth Provision
Project Description	<p>Owton Fens Community Association (OFCA) was founded in 1985 by the local community for the local community to provide, promote and develop opportunities for groups and individuals throughout Hartlepool and continues to do so to this day.....OFCA, a registered charity (No 519172) runs several projects from a variety of centres in Hartlepool supporting initiatives that benefit local residents and the local community. OFCA is a grass roots organisation familiar to many residents who have confidence in its ethos and aims, OFCA staff are:-</p> <ul style="list-style-type: none"> <li>• Approachable</li> <li>• Very friendly</li> <li>• Informal but professional</li> <li>• And above all understanding</li> </ul> <p>One of the projects we currently run is “The Youth Opportunities Project” which provides young people not in education, employment or training with work experience, training and employment opportunities. The main ethos behind the YO Project is to develop and enhance positive opportunities for young people and the project offers confidence building and motivation techniques, work experience and accredited training aiming to help young people get out of loops of negativity and seek to improve their own futures.</p> <p>An off shot of OFCA is the Youth Drop In Group which works with young people aged to 7 to 14 and runs a holiday activity programme along with the Community Organised Outdoor Leisure Scheme (COOL) from Golden Flatts School on a Wednesday evening.</p> <p>OFCA, the Youth Drop In and its staff have a wealth of knowledge and skills. Staff are highly qualified to degree level and qualifications held include a Diploma in Youth &amp; Community Work, Personal Advisor Accreditation, NVQ’s In both Youth Work and Information, Advice &amp; Guidance, Sports Leader Awards and other qualifications relating to young people.</p> <p>In January of 2009 we were commissioned to run youth related services from Jutland Road for 3 months from January to March but because of excellent budgeting skills we managed to make funds</p>

	<p>strength for 5 months to the end of May 2009 and tailored sessions and activities to what the young people wanted and indeed needed. Because of the success of the scheme we were then commissioned to run the service from September 2009 to March 2010, this was extended also to May and we are hoping that this bid will allow it to continue From June 2010 through to March 2011 and are requesting monies from NAP to enable the Youth Drop In Group to continue to provide the much needed services (not covered by Youth Services) again which will include :-</p> <p><u>Monday Night Sessions from 4:30pm – 6:30pm</u> – Provision of a youth club for young people aged 8-12years at the Jutland Road Community Centre, with the focus being around sports. Other activities will be included for those who do not wish to partake in the sporting activities.</p> <p><u>Thursday Night 4:30pm – 6:30pm</u> – Provision of a youth club for young people aged 8-12years at the Jutland Road Community Centre, with the session being focused around crafts, again other activities will be included for those who do not wish to partake in the craft sessions.</p>
<p>Length of Project</p>	<p>The new programme of activities will run from June 2010 to the end of March 2011 and will include</p> <ul style="list-style-type: none"> <li>• 62 Youth Club Sessions (31 Monday sessions and 31 Thursday sessions).</li> <li>• 1 Visit to the theatre (Around Christmas time to watch a pantomime).</li> </ul>
<p>Outputs and Outcomes</p>	<p>With OFCA/Youth Drop In already running the previous sessions that have taken place we already have good networking links and partnerships with a variety of other providers and agencies who work in the area that would assist and support this new commission. We are also well known to a number of families and have direct contact with the young people who this service is aimed at. As well as this our present staff have good relationships with a lot of the young people from the Jutland Road area through the work that we did in the past and we feel we would be an ideal organisation to undertake this work again</p> <p>It is anticipated that outcomes would be as follow:-</p> <ul style="list-style-type: none"> <li>• 62 Youth Club Sessions</li> </ul> <p>31 Monday sessions 31 Thursday sessions</p> <p>1 Visit to the theatre</p>

	40 Young People Directly Accessing Provision over the course of the programme	
Total Project Cost (including breakdown)	<b>Room Hire</b>	£527.00
	Monday Sessions - £8.50 per hour x 2 hours per week x 31 weeks	£527.00
	Thursday Sessions - £8.50 per hour x 2 hours per week x 31 weeks	
		<hr/>
		<b>£1054.00</b>
	<b>Staffing</b>	
	Sessional Staff	£1437.78
	Monday Sessions – 3 staff members x £7.73 per hour x 2 hours per week x 31 weeks	£1437.78
	Thursday Sessions – 3 staff members x £7.73 per hour x 2 hours per week x 31 weeks	
	Pantomime Staffing - 3 staff members x £7.73 per hour x 3 hours	£69.57
		<hr/>
		<b>£2945.13</b>
	<b>Equipment &amp; Materials</b>	
	Arts and Crafts Materials etc	£400.00
	<b><u>PROJECT TOTAL:</u></b>	<b><u>£4,399.13</u></b>
Forum Allocation	<b>WE ARE HOPING FOR A FORUM ALLOCATION OF:</b>	<b>£4,399.13</b>
Additional Funding		£
		£
	<b>ADDITIONAL FUNDING:</b>	£

**SHOULD A ALLOCATION BE MADE CHEQUES**  
**SHOULD BE MADE PAYABLE TO**  
**“THE YOUTH DROP IN”**

## ROSSMERE COMMUNITY FORUM

Responsible Organisation	Manor Residents Association
Contact Details	Ray Harriman Connected Care Community Resource Centre Kilmarnock Road HARTLEPOOL TS25 3NU
Project Title	Low Level Service - SAILS
Project Description	<p><b>Background</b></p> <p>The Connected Care service in Owton is working to address the multiple and often complex needs of those living in the area. The project is a national pilot funded by the Department of Health, the local authority, housing Hartlepool and the PCT that not only seeks to assist people to navigate their way through the system, but is also tasked to explore new and innovate ways to develop and deliver social care services. Working in partnership to achieve these goals is absolutely critical. The whole concept of connected care is one which sees partners working together to redefine services in order to better address the health and social welfare needs of local people.</p> <p>A key focus of the connected care concept has been the need to involve the community itself in terms of managing and delivering the service and in identifying needs and priorities. The connected care service is a registered community interest company that is also committed to both developing and delivering cost effective low level services that address community needs.</p> <p><b>The Service</b></p> <p>Whilst connected care are working with many families on a range of complex and often complicated issues, there are an equal number of people who could benefit from the proposed service. Changing a light bulb, tidying the garden or decorating the house for example, can be considered as every day tasks could be if you were physically disabled, in ill health or elderly.</p> <p>The simple task of changing a light bulb for example would take a few seconds to complete, but consider the choice if you are elderly or infirm. Do you sit in the dark or try to change it yourself. A resulting accident would bring a host of other medical and health services into play the cost of which would far outweigh the cost of employing someone to replace the light bulb in the first place. It is not always the huge and seemingly insurmountable problems that have the biggest impact upon health and well being.</p> <p>The service we propose will tackle these issues by continuing to</p>

	<p>providing a grass roots service that we believe will have a significant and positive impact upon the quality of life for many of our most vulnerable residents.</p> <p>The service utilises a vehicle equipped with all the necessary tools and equipment to carry out a range of tasks from home décor, domestic repairs to gardening. (two vehicles should the service roll out) the project will also have an environmental focus by being concerned with initiatives designed to reduce carbon footprint and will offer practical solutions to reducing the usage of non renewable energy resources. The project will employ a co-ordinator who in addition to managing the team and accepting referrals will also be involved in carrying out much of the work. The team will also include two staff provided through the Future Jobs Fund initiative.</p> <p><b><i>Who can use the service and how will it work</i></b></p> <p>Access to the service will be made as easy and straight forward as possible. Local residents will be able to ring connected care to arrange for someone to call at their home to assess what is needed and to arrange for the task to be carried out. Referrals to the project can be made by a range of partner organisations including housing Hartlepool, estate management, family related projects, and the areas voluntary sector organisations. The service is run on a non profit basis with any income received being utilised by the scheme. To be eligible for the scheme beneficiaries should be over 60 years of age or be in receipt of benefit. If they are an owner occupier, a private tenant or a housing Hartlepool tenant they can benefit from the scheme.</p>
Length of Project	May 2010 – March 2011
Evidence of need	<p><b>Project Need</b></p> <p>Need for the project has been identified in a number of ways. Firstly as a result of the work conducted with and on behalf of local residents from the area. Connected care can identify many instances where a timely intervention would have led to a simple solution to a problem that has taken much time and resource to resolve. Need for services of this kind were initially identified as a result of the connected care community audit and continue to be highlighted through ongoing consultation in the area. The estate built during the late fifties and early sixties has a growing elderly population. This together with statistics that show almost 10% of households where someone has a caring role are clear indicators of the need to develop projects of this kind. The pilot project has proved and has seen a steady growth with growing demand of the services it provides. Whilst the service has been restricted to the owton area during the pilot, news of the project has stimulated much demand from other areas of the town such as rossmere. The need to work in partnership to both develop and delivery locally based services that in addition to addressing community needs also enhance and build upon the capacity of the voluntary sector to</p>

	<p>become key service providers has also been identified as a key aim of the strengthening communities element of the areas Neighbourhood Action Plan. Additionally the project will contribute to the delivery of key targets identified across several of the other key NAP themes. For example, the project will:-</p> <ul style="list-style-type: none"> <li>• address barriers to employment and increase employability for local residents</li> <li>• provide access to both learning and employment opportunities</li> <li>• progress individuals from voluntary work into paid employment</li> <li>• address barriers to education by providing accredited learning opportunities</li> <li>• reduce dependency on health care services by providing early interventions</li> <li>• provide support for the elderly population</li> <li>• raise awareness of other services on offer</li> </ul> <p>(leaflet drops have already taken place in the rossmere area and has highlighted the urgent need for this project in the area with currently over 76 elderly and disabled householders requesting the service)</p>	
Outputs and outcomes	support will provided to approximately 50 vulnerable adults creating employment. Rapid response and direct referrals to connected care.	
Milestones	In place early May 2010 – publicised in the area – leaflet drop mid May	
Risks with project delivery	There are no risks with the delivery of this project the service has already developed a successful track record of service delivery in the owton area	
Total Project	Core costs	£

Cost (including breakdown)	Co-ordinator	£15,468.00
	Administration 260 hrs @ £8 per hr	£2,080.00
	Navigators 260 hrs @ £11.20 pr hr	£2,912.00
	Oncostsd @ 10.5%	£2,148.30
	<b>TOTAL CORE COSTS</b>	<b>£22,608.30</b>
	Additional costs	
	Training @ £128	£128.00
	Vehicle costs	£3,000.00
	Insurance costs	£1,250.00
	Equipment/tools	£750.00
	<b>TOTAL ADDITIONAL COSTS</b>	<b>£5,128.00</b>
	<b><u>PROJECT TOTAL:</u></b>	<b><u>£27,736.30</u></b>
Forum Allocation	<b>FORUM ALLOCATION:</b>	<b>£6061.00</b>
Additional Funding	Housing Hartlepool allocated to Rossmere area	£1875.00
	Connected Care	£19800.30
	<b>ADDITIONAL FUNDING:</b>	<b>£21,675.30</b>

## ROSSMERE COMMUNITY FORUM

Responsible Organisation	Friends of Rossmere Park	
Contact Details	Ann Marshall (Secretary) c/o The Tea Gardens Rossmere Way HARTLEPOOL TS25 5EG Mob: 07773324855	
Project Title	Rossmere Park Events/Park Development Co-ordinator	
Project Description	<p>The Events aims are to provide intergenerational activities for the families of the Rossmere Ward and the surrounding area. Other organisations and Agencies will attend and provide invaluable information, advice and information. Other Community/voluntary groups will also be in attendance.</p> <p>The Park Development Co-ordinator would provide activities to build the capacity of the local community and develop cross cultural opportunities by working in partnership with the Ohanaeze group. We would look to provide activities in the around BME/Afro-Caribbean culture.</p> <p>Additional and previous participants are attending the Summer Carnival which makes this years Carnival bigger than ever.</p>	
Length of Project	Summer Carnival 24 <sup>th</sup> July 2010 – 24 <sup>th</sup> July 2010 Ghost Walk 30 <sup>th</sup> October 2010 – 30 <sup>th</sup> October 2010 Christmas Carol Service 16 <sup>th</sup> December – 16 <sup>th</sup> December 2010	
Outputs and Outcomes	<p>The activities would encourage greater cross cultural/cross community interaction and encourage networking between people from very different backgrounds i.e. BME.</p> <p>The Park Development Co-ordinator would bring together the strands of the Business Plan recently developed by the Committee. By working in partnership with Hartlepool Borough Council Parks &amp; Countryside Manager and Team a newly designed Plan of the future developments of the Park is to be drawn and used for future funding purposes.</p>	
Total Project Cost (including breakdown)	Events x 3	£2,000.00
	Park Development Co-ordinator x 216 hours	£3,423.60
	<b><u>PROJECT TOTAL:</u></b>	<b><u>£5,423.60</u></b>
Forum Allocation	<b>FORUM ALLOCATION:</b>	<b>£</b>
Additional Funding	WNF	£
	Community Cohesion Fund	£
	<b>ADDITIONAL FUNDING:</b>	<b>£</b>

**OFCA UPDATE**  
**ROSSMERE NAP 27.April 2010**

Survey was completed utilising a number of OFCA staff members, these included Paul Marsey, whom at the time was an Employment Advisor, Emma Burns, Employment Advisor, Jonathan Stamper, Trainee Employment Advisor, Diane Tait, Community Outreach Worker and Carol Goldsbrough, Community Outreach Worker. Carol will have a report based on the findings of the survey ready for the next NAP meeting. Occupants were asked if anyone in the household was unemployed?.....if yes, we asked if we could conduct the survey, most residents were forthcoming, if they answered no to anyone being unemployed, we still explained the survey and what we hoped to achieve from it, as they may have known someone who would benefit from the project. The survey showed that many residents were actively seeking work and that a large number were interested in training opportunities.

The Health and Safety Training; Manual Handling and First Aid Training took place week commencing 19<sup>th</sup> April 2010 at Jutland Road Community Centre **10 residents** accessing the courses.

The development course has also started but is working in a different way to what was expected and the tutor is working with people on a one basis for the time being rather than in a group setting as we found through the survey work, people tended to steer away from committing themselves to a six week course based in what they saw as a classroom setting, but would make themselves available to meet with the career coach in the local library or at our Advice Centre etc. At present the coach is working with **8 individuals** from the Rossmere area and this will continue to meet the needs of the individual.