



# CENTRAL area committee

**WEDNESDAY  
5 SEPTEMBER 2018  
IPSWICH COMMUNITY CHURCH,  
CLARKSON STREET, IP1 2JP  
7.00 PM**

## **WARD COUNCILLORS**

### **ALEXANDRA:**

**J Cook, Labour  
A Leeder, Labour  
J Riley, Labour**

### **ST MARGARETS:**

**O Holmes, Liberal Democrats  
I Lockington, Liberal Democrats  
L Reynolds, Conservative**

### **WESTGATE:**

**J Gibbs, Labour  
C Jones, Labour  
C Kreidewolf, Labour**

### **CO-OPTEEES:**

**Councillor J Abbott (Suffolk County Council)  
Councillor C Chambers (Suffolk County Council)  
Councillor M Gaylard (Suffolk County Council)**

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# A G E N D A

	<b>PART 1</b>
<b>1.</b>	<b>Apologies for Absence</b>
<b>2.</b>	<p><b>Unconfirmed Minutes of Previous Meeting</b> (Pages 1 - 10)</p> <p>To consider the Minutes of the meeting held on 30 May 2018.</p>
<b>3.</b>	<b>To Confirm or Vary the Order of Business</b>
<b>4.</b>	<b>Declarations of Interest</b>
<b>5.</b>	<p><b>To Confirm the Venues of Future Meetings</b></p> <ul style="list-style-type: none"> <li>• Wednesday 7 November 2018, 7pm – St Margaret’s Primary School, Bolton Lane, IP4 2BT</li> <li>• Wednesday 9 January 2019, 7pm – Museum Street Methodist Church, Black Horse Lane, IP1 2EF</li> <li>• Wednesday 6 March 2019, 7pm – Westgate ward</li> </ul>
<b>6.</b>	<p><b>Responses to Public Questions Received and Open Discussion on Local Issues</b></p> <p>(a) <b>Police Priorities</b></p>
<b>7.</b>	<p><b>CAC/18/11 Retrospective Funding Request: Christ Church - Holiday at Home</b> (Pages 11 - 18)</p>
<b>8.</b>	<p><b>CAC/18/12 Central Area Committee - Area Action Plan</b> (Pages 19 - 24)</p>
<b>9.</b>	<b>Chair's Update on Actions from Previous Meetings</b>
<b>10.</b>	<b>Community Intelligence - Verbal Update from Ward Councillors</b>
<b>11.</b>	<p><b>CAC/18/13 Area Committee Budget Update</b> (Pages 25 - 32)</p>

3002eH.

**SHIRLEY JARLETT  
MONITORING OFFICER**

28 August 2018

Any enquiries about this meeting should be addressed to  
Linda Slowgrove - 01473 432511  
Grafton House, 15 - 17 Russell Road, Ipswich IP1 2DE.  
Website: [www.ipswich.gov.uk](http://www.ipswich.gov.uk)



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# CENTRAL AREA COMMITTEE

## MINUTES

**WEDNESDAY 30 MAY 2018**  
**CO-OP EDUCATION CENTRE – PIONEER HALL,**  
**11 FORE STREET, IP4 1JW**  
**7.00 PM**

**Present:** Alexandra Ward Councillors: J Cook and J Riley  
St Margaret's Ward Councillors: O Holmes, I Lockington and L Reynolds  
Westgate Ward Councillors: J Gibbs, C Jones and C Kreidewolf  
SCC Councillors: J Abbott and C Chambers

There were 7 members of the public in attendance.

1. **Election of Chair**

**Resolved:**

**that Councillor Gibbs be elected Chair of the Central Area Committee for the 2018/19 municipal year.**

2. **Apologies for Absence**

Apologies for absence were received from Councillor Leeder and County Councillor Gaylard.

3. **Unconfirmed Minutes of Previous Meeting**

**Resolved:**

**that the Minutes of the meeting held on 7 March 2018 be signed as a true record.**

4. **To Confirm or Vary the Order of Business**

**Resolved:**

**that the Order of Business be confirmed as printed on the Agenda.**

## **5. Declarations of Interest**

Councillor Jones, having being closely involved in the Ipswich Women's Festival Group project, declared an interest in Agenda Item 9 (CAC/18/02) and left the room during the consideration of this item.

## **6. To Confirm the Venues of Future Meetings**

**Resolved:**

**that the meetings and venues be confirmed as follows:**

- **Wednesday 11 July 2018, 7pm – St Margaret's Primary School, Bolton Lane, IP4 2BT**
- **Wednesday 5 September 2018, 7pm – Westgate ward**
- **Wednesday 7 November 2018, 7pm – Alexandra ward**
- **Wednesday 9 January 2019, 7pm – St Margaret's ward**
- **Wednesday 6 March 2019, 7pm – Westgate ward**

## **7. Responses to Public Questions Received and Open Discussion on Local Issues**

7.1. The Chair introduced Inspector Weaver of the Central Ipswich Safer Neighbourhood Team (SNT), who provided the following update on policing priorities:

A public meeting was recently held with the Police and Crime Commissioner, where issues were raised in relation to the night-time economy and lack of Police coverage, which has been addressed by increasing patrols.

The Youth Gangs Prevention Unit had been set up under the multi-agency team and would be looking at intervention work in addition to ongoing enforcement work.

Operation Parkland, which addressed youth anti-social behaviour during the summer months, had started again with the SNTs targeting hot spots of anti-social behaviour. It was important that the public continue to report anti-social behaviour so that the correct areas could be targeted.

Town Centre anti-social behaviour – begging/rough sleeping: there has been a reduction in the number of rough sleepers, with a recent sweep identifying less than 10 in the town centre.

Town Centre retail theft: As part of Operation Sultana, a meeting was arranged with town centre retailers to discuss working together with the Police to tackle shoplifting, but only 5-6 retailers were present. Mr Coe would be contacting Ipswich Central to encourage greater engagement from town centre businesses.

7.2. Local resident: There has been some begging issues on Cardinal Park with arriving visitors being targeted.

*Cardinal Park falls under the Ipswich West SNT, so this matter would be referred to Inspector Horton.*

- 7.3. Councillor Lockington: Is Suffolk Police fully resourced now?  
*Details of future resource levels were not yet known, although SNT resource was likely to increase; currently there was a full complement of PCSOs, but there was a shortage of 3 or 4 PCs.*
- 7.4. The Chair reported that 2 questions/issues had been received in advance of the meeting.

Question/Issue 1: Local resident

“Please can CCTV cameras be considered on Meridian Rise to help address the ASB issues experienced by residents in this area.”

*Within the area there have been reports of ASB, which have been tasked and managed by both IBC and the Police. There have been a number of interventions jointly by IBC and the Police, however it has been exceptionally difficult to secure corroborative evidence so that those responsible for the issues there can be dealt with robustly.*

*This was the main issue despite increased police patrols to the area as it is relatively easy for those responsible to quickly disperse, so a CCTV would likely to have a positive impact in either detecting crime and/or reducing it by means of deterrent.*

*If those responsible were identified via CCTV then they can be dealt with. However, there remains the possibility that the CCTV will actively place the issues to a new location.*

*A request for CCTV in this location would be considered by the next meeting of the CCTV Steering Group, which meets monthly.*

- 7.5. Inspector Weaver added that other areas within Central Ipswich were also being subjected to anti-social behaviour and CCTV could act as a deterrent. However, identification can sometimes be an issue as the youths involved often wear clothing that covers their face and CCTV images were not always clear. Suffolk Police were currently running a dedicated operation, Operation Parkland, to crack down on anti-social behaviour and he would request that this area be added to the areas targeted by this initiative.

- 7.6. Question/Issue 2: Local resident

“Re: Anglesea Road 20mph scheme, we are somewhat concerned at the lack of progress and clarity of response in undertaking this project.

What is the current situation, what needs to be done to make progress?

We believe this scheme would benefit all residents in the area both from a safety perspective but also an environmental one.”

*The Chair reported that this matter was the responsibility of Suffolk County Council (SCC) and had been referred to County Councillor West, the SCC Cabinet Member for Ipswich, Communities and Waste.*

- 7.7. County Councillor West commented that the request for a 20mph scheme on Anglesea Road had been under consideration for some time. There had been a difference of opinion between the Assistant Director for Highways and the former Leader of SCC, who had previously given a commitment for the scheme, as to whether the scheme should go ahead. There had since been a change of Leader at SCC, and a meeting had taken place with the Deputy Leader, who was also the SCC Cabinet member for Highways, and the Assistant Director for Highways, who was now stating that there needed to be a prescribed level of public support for the scheme to go ahead. A further meeting would take place to see how this scheme could be progressed and an update would be brought back to the next meeting.
- 7.8. Councillor Lockington: The former Leader of the SCC was not in a position to give permission for the scheme to go ahead as it was the Officer who had the delegation to make that decision. Residents want this scheme to go ahead, so they would need to be consulted again in order to get a better response rate to satisfy the Officer's criteria – previously only 25% of residents responded and within that, only 50% were in support of the scheme.
- 7.9. County Councillor West commented that there had been a difference of opinion about what was required, as a consultation threshold had not been mentioned in reference to previous consultations on this scheme, and the need for this threshold would be challenged.
- 7.10. Councillor Jones: Any required threshold should have been made clear in previous consultations on this scheme; there had been general public support in the past.
- 7.11. Councillor Riley: There had also been a request for a 20mph speed limit on Woodbridge Road, which had also come to a halt. Details of this request would be forwarded to County Councillor West for investigation.
- 7.12. Councillor Kreidewolf: Three years ago, Councillor Lockington and I met with local residents following concerns about a scheme to make Orford Street one-way and re-route traffic, which was not supported. Then there was a campaign for a 20mph zone, which residents were consulted on, and a scheme was proposed for 20mph zone across a wider area. In spring 2017, residents were formally consulted on the traffic regulation order (TRO) for this proposal; 57 residents responded, most of whom were in support, with just 9 people against. The process was then suspended because of the 2017 SCC elections, and there had been no response from the SCC Officer. Then the scheme got dropped in February/March 2018. The scheme was desired by local residents, especially on Anglesea Road. There was a request for a 20mph zone in another part of Ipswich that did not require the same level of public approval.



- 7.13. County Councillor West reported that a meeting would be arranged with County Councillors Lockington and Chambers, the SCC Deputy Leader and the Assistant Director for Highways in order to progress this matter.
- 7.14. Councillor Lockington: With respect to the Woodbridge Road 20mph zone request, one of the criteria for a 20mph zone was that it was not allowed on an A/B road.
- 7.15. Local resident: I have seen 4 accidents take place on Anglesea Road. We have been told that there was not a speeding issue on this road, but there is; with the volume of traffic and children using this road to get to school, it can only be beneficial to slow traffic down.

## **8. CAC/18/01 Funding Request: Bangladeshi Support Centre**

- 8.1. Ms Alice Firbank, Community Engagement Officer, apologised that a representative was not able to attend as there had been a mix-up over the meeting dates.
- 8.2. Ms Firbank reported that this funding request was being considered by all 5 Area Committees, and funding was being sought to cover the cost of existing projects run by the Bangladeshi Support Centre (BSC), who offered a wide range of activities, including cultural events and befriending services, for people of various nationalities, backgrounds and ages. A contribution of £2,831.01 was being requested from the Central Area Committee.
- 8.3. Ms Firbank reported that the BSC also received a Council community cash grant of £8,500 towards the running costs of their building and £6,500 from the Council's housing budget to support Council tenants.
- 8.4. Councillor Lockington: Under the proposed Area Committee funding guidelines, if this funding was approved, the BSC would not be able to apply for Area Committee funding for 2 years.  
*It was not anticipated that the BSC would need to return to apply for this funding again next year as they had applied to other funding sources, but if they were to apply, it would be at the Committee's discretion whether to allocate funding again.*
- 8.5. Councillor Jones: How much was the cut in funding from SCC?  
*This was £100k over a 3-year period, and the BSC were made aware of this in advance. BSC have received support from the Council's External Funding Officer to enable them to apply to other funding sources.*
- 8.6. Councillor Kreidewolf: The BSC did excellent work and were already in receipt of £15,000 core funding from the Council, plus a rent discount on the Tower Street premises. This additional funding would be to address the funding cut by SCC.
- 8.7. County Councillor Abbott: Labour County Councillors would be making a contribution towards the BSC from their locality budgets. The BSC would also

be applying to other funding sources.

- 8.8. Councillor Cook: In addition to this funding, officer support should be provided to help the BSC to identify options for their long-term sustainability.  
*The Communities Team, including the External Funding Officer, would be able to offer advice.*

**Resolved:**

**that the Central Area Committee approve funding of £2,831.01 from the Central Area Committee budget to the Bangladeshi Support Centre as a contribution towards the existing programme of activities and projects.**

Reason: To enable the Bangladeshi Support Centre to continue to support vulnerable people within Ipswich

**9. CAC/18/02 Funding Request: Ipswich Women's Festival Group - Women's Voices, Women's Votes 100 Years On**

- 9.1. Ms Firbank introduced Pat Dobson and Pauline Henry of the Ipswich Women's Festival Group, who gave a presentation with the following key points in support of their funding application:

- Project aims to celebrate 100 years of women first getting the vote
- Numerous partner organisations were already involved
- Project seeks to inspire women to use their vote, participate in democratic and public life, promote gender equality and develop networks across women's and girls' organisations
- Ipswich was chosen for his project due to its socio-economic challenges, below average educational attainment and lower aspirations for girls
- Main event would take place on 6 October 2018 at the University of Suffolk, with up to 300 attendees, and would include keynote speakers, workshops, film and photographic events and an 'EqualiTea', where groups gather together for a tea party and to discuss what equality means to them
- Other smaller 'EqualiTeas' would be held on the run up to this event, hosted by a number of different organisations

- 9.2. The Ipswich Women's Festival Group added that they would be happy to feed back on the outcomes of the project at a future meeting.

**Resolved:**

**that the Central Area Committee approve funding of £878.91 from the Central Area Committee budget to the Ipswich Women's Festival Group as a contribution towards the cost of the project to celebrate 100 years of the women's vote.**

Reason: This project would further raise awareness of women's issues and enable women's participation in civic life.

**10. CAC/18/03 Funding Request: Venue Hire and Publicity Budget**

10.1. Ms Firbank reported that £500 was requested to cover costs relating to advertising and venue hire for Central Area Committee meetings in 2018/19 so that meetings could be held out in the community.

**Resolved:**

**that the Central Area Committee approve the allocation of £500 from the Central Area Committee budget for costs associated with advertising and venue hire for the Central Area Committee for 2018/19, as detailed in Appendix 1 to the report.**

Reason: To facilitate the good running of the Area Committee, meeting the goal to devolve power closer to the people

**11. CAC/18/04 Central Area Committee - Area Action Plan**

11.1. Ms Firbank reported that a survey had been sent to ward Councillors requesting their preferences on the priorities arising from the Domains of Deprivation and the Council's Corporate Plan. The responses had been collated for consideration.

11.2. Ms Firbank reported that responses had been received from 5 of the 9 ward Councillors.

11.3. After a brief discussion, it was agreed to defer the consideration of the Action Plan Priorities to enable further consultation with the ward Councillors.

**Resolved:**

**that the report be deferred until the next meeting.**

Reason: To enable further consultation with ward Councillors to be undertaken.

**12. CAC/18/05 Area Committee Funding Guidelines**

12.1. Ms Firbank reported that the previous Area Committee funding guidelines had been reviewed, as the level of information required from applicants was not always proportionate to the amount of funding being requested. The new guidelines also allowed for more of the process to be done online.

12.2. Councillor Jones suggested that it might be useful to add a link to Councillors' contact details under the 'how to apply' section.

12.3. Councillor Lockington reported that SCC locality budgets could not be used to pay for refreshments. Ms Firbank commented that the Area Committee funding guidelines did not apply the same restriction, as the offer of refreshments often helped to bring people together, but applicants would be advised to downgrade the level of refreshments provided using Area Committee funding.

**Resolved:**

**that the Area Committee Funding Guidelines attached at Appendix 1 to the report and the Making a Difference Budget Funding Guidelines attached at Appendix 2 to the report be adopted.**

Reason: To clearly set out the approach to providing support via Area Committee funding and to provide guidance for the allocation of funding.

**13. Chair's Update on Actions from Previous Meetings**

13.1. The Chair reported that a handout was available at the meeting that provided details of proposed road closures relating to the Great East Run that would be taking place in Ipswich on Sunday 16 September 2018.

**14. Community Intelligence - Verbal Update from Ward Councillors**

14.1. Councillor Reynolds reported that he had been dealing with illegal parking issues on Berner Street with the help of officers.

14.2. Councillor Cook reported that CCTV had been installed in the alleyway between St Helen's Street and Woodbridge Road, and users of the school and the playgroup were delighted.

14.3. The Chair reported, on behalf of County Councillor Gaylard, concerns about the delay in progressing the request for a 20mph limit on Woodbridge Road as consultation letters for this scheme were not expected to be issued until 15 June 2018. Additionally, there were safety concerns about the crossing on Woodbridge Road for St Helen's School, which had become dangerous as there were no warning signs, the pelican crossing signals were obscured by bushes on the left and queuing lorries on the right, pavements were very narrow and there was no waiting area for pedestrians about to use the crossing on the north side of the road. Discussions had previously taken place between the school governors and Suffolk Highways about possible improvements, but nothing had happened since. Details of these issues would be forwarded to County Councillor West to follow up with Suffolk Highways.

**15. CAC/18/06 Area Committee Budget Update**

15.1. Mr Ian Kerrison, Operations Manager for Waste and Fleet, reported that at the start of the new municipal year, the Central Area Committee had an unallocated budget of £22,738.25 to spend on its priorities.

15.2. Following the financial commitment of £4,209.92 arising from the approved funding requests, the unallocated Central Area Committee budget was now £18,528.33. The Committee was requested to consider how much funding to allocate to establish a Making a Difference (MAD) budget for 2018/19 and to return the unspent MAD budget from 2017/18 to the main unallocated budget.

**Resolved:**

- (i) that the financial statement in Appendix 1 of the report be noted;**
- (ii) that the allocation of £1,800 from the Central Area Committee budget to establish a Making a Difference (MAD) budget for 2018/19 be approved;**
- (iii) that the return of the unspent MAD funding for 2017/18 (£1,140) to the main unallocated Central Area Committee budget be approved.**

Reasons:

- (i) To provide clear and transparent details of the amount of funds available to the Area Committee to deliver the priorities in its action plan;
- (ii) To allow the Central Area Committee to devolve up to 10% of its annual budget to support small scale community initiatives;
- (iii) To release any Central Area Committee budget funding where there is no further expenditure anticipated.

The meeting closed at 8.23 pm

**Chair**

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# 7

**COMMITTEE: CENTRAL AREA REF NO: CAC/18/11**

**DATE: 5 SEPTEMBER 2018**

**SUBJECT: RETROSPECTIVE FUNDING REQUEST:  
CHRIST CHURCH 'HOLIDAY AT HOME'**

**REPORT AUTHOR: ALICE FIRBANK**

**HEAD OF SERVICE: JAMES FAIRCLOUGH**

***Short description of report content and the decision requested:***

This retrospective report requests a funding contribution from the Central Area Committee towards the cost of the 'Holiday at Home' scheme, organised by Christ Church Ipswich. The amount requested from the Central Area Committee is £545.

***List of Appendices included in this report:***

N/A

*This report has been prepared by Alice Firbank Tel: 01473 432224*

*Email: [alice.firbank@ipswich.gov.uk](mailto:alice.firbank@ipswich.gov.uk)*

***This report was prepared after consultation with:***

*External consultees*

- *Anne Durnford – Christ Church – Church Life Committee*

***The following policies form a context to this report:***

*(all relevant policies must also be referred to in the body of the report)*

- *Building a Better Ipswich 2017*
- *Area Committee Action Plans*

**LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW**

*(papers relied on to write the report but which are not published and do not contain exempt information)*

1. N/A
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**OTHER HELPFUL PAPERS**

*(papers which the report author considers might be helpful – this might include published material)*

1. N/A
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## **1. Introduction**

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- 1.1 This retrospective report requests a funding contribution from the Central Area Committee towards the cost of the 'Holiday at Home' scheme, organised by Christ Church Ipswich. The amount requested from the Central Area Committee is £545.
- 1.2 This request was to be considered at the meeting scheduled for 11 July 2018 that was cancelled at short notice in light of the anticipated public interest in the World Cup semi-final involving the England Football team, which took place at the same time as the scheduled meeting.
- 1.3 Following the cancellation of the meeting, the ward Councillors of the Central Area Committee were consulted to seek an 'in principle' agreement to fund this request in light of the time-critical nature of the project.
- 1.4 Responses were received from 8 of the 9 Councillors, all of whom provided 'in principle' support to fund the project. Christ Church were informed that the requested funding had been agreed in principle to enable their project to go ahead in July as planned.

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## **2. Background**

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- 2.1 Meeting in an old church, Christ Church was formed in 1978 with the coming together of Tacket Street URC and Turret Green Baptist Church. As a town centre church, the organisation is committed to serving the community of Ipswich and the surrounding area.
- 2.2 Christ Church runs a number of different activities itself and also support numerous local causes and other organisations, examples of which are as follows –
  - Activities for young people: Tots+, 1<sup>st</sup> Ipswich Boys Brigade, 7<sup>th</sup> Ipswich Girls Brigade, 2<sup>nd</sup> Constable Rainbows, 17<sup>th</sup> Ipswich Scout Group, 8<sup>th</sup> Ipswich Brownie Pack, 8<sup>th</sup> Ipswich Guides.
  - Activities for older people: 'Thursday Forum' - weekly lunchtime talks on a variety of themes, a Lunch Club for the retired and a Choir.
  - The Ipswich Winter Night Shelter is hosted at the church one night a week for 15 weeks during the coldest months of the year.
  - Church visitors keep in contact with those who have a connection with the church and flowers are taken weekly to any sick or bereaved.
  - The Church has a close relationship with local charities such as the Papworth Trust and Iceni, and at Christmas, they collect and pack gifts for underprivileged families and children, requested by social services and Home Start.
  - Fundraising events are held for projects in the developing world via Christian Aid, Commitment for Life, The leprosy Mission and Traidcraft.

- The premises is hired to groups requiring safe, comfortable and reasonably priced accommodation in the town centre, these include Turning Point, Baby Signing, regular Tea Dances for the deaf and rehearsal space for the Scout Organisation Gang Show from October to March.
- 2.3 Each year, Christ Church hosts a 'Holiday at Home'. With many of the Church's activities and other organisations taking a break over the summer months, there will be three days of social activities for anyone who would like a change from the weekly routine. Guests are usually single or widowed and elderly – many of whom are unlikely to have a holiday and therefore rely on their lunch and social clubs for companionship throughout the year.
  - 2.4 There are many elderly people living alone who attend the church or live in the local community. Lunch clubs and social clubs are a lifeline for them. Arranging a holiday alone can appear daunting and days out can prove difficult, relying on public transport, which is inaccessible to many. Christ Church has been running the scheme for five years and so they know from experience that a few days of social activities in the middle of the summer break, with meals and transport, provided where necessary, is much appreciated.
  - 2.5 The days will start at 10.30am with coffee and a chance to interact and get to know each other. Morning activities on offer on Day 1 will include craft, games and quizzes and time to look through memory boxes. After lunch, there will be gentle exercise to music.
  - 2.6 On Day 2, guests can experience 'Armchair Travel' – a sensory experience for seniors. Armchair Travel takes people to faraway places and it provides a sensory experience and the opportunity to learn about other countries and important past events in a meaningful way. In the afternoon, church members will take guests on a half-day outing, which will include tea and cake.
  - 2.7 On the final day, there will be a concert performed by a local choir to which other church members will be invited and holiday will finish with a garden party in the afternoon.
  - 2.8 Around 30 people will be able to take part. Whilst there is not a lower age limit on participation, previously, guests have all been 60-90 years+ including one 100 year old last year! The project attracts people from a diverse mix of backgrounds who all tend to get along well.
  - 2.9 To promote the scheme, organisers will put up posters in the church, distribute flyers and registration forms to the Thursday Forum and to other nearby churches. They will also visit sheltered housing at Tooley's in Foundation Street and Turret Green Court and Serenus Court in Turret Lane. All who attended last year who have not already

registered will be sent a flyer and registration form too.

### **3. Relevant Policies AND Area Action considerations**

- 3.1 Building a Better Ipswich 2017 underlying principles:
- A Healthy Community
  - An Enjoyable Place to Live, Work and Study
- 3.2 To alleviate deprivation in the following domains as identified as priorities in the Area Committee Action Plans:
- Health and Disability

### **4. Consultations**

- 4.1 The organisation continuously consults with, and receives feedback from, its clients.

### **5. Risk Management**

<b>Risk Description</b>	<b>Consequence of risk</b>	<b>Risk Controls</b>	<b>Probability of risk occurring taking account of controls (scale 1-6) 1 – almost impossible 6 – very high</b>	<b>Impact of risk, if it occurred taking account of actions (scale 1 – negligible; 4 – catastrophic)</b>	<b>Actions to mitigate risk</b>
Risks relating to specific project activities e.g. events, training	Physical harm to participants, staff or volunteers	Risk assessment and appropriate management of each activity	2	3	All cooks hold Food Hygiene certificates.  The kitchen is 5 star rated.  Many of the helpers are First Aid trained.  The church has a Safety Officer who regularly checks the building.  All car drivers have fully comprehensive insurance.
Safeguarding risk to vulnerable people	Emotional or physical harm to a person	Volunteers to have appropriate DBS checks and safeguarding training	2	3	All helpers are DBS checked.  All helpers will understand and adhere to the organisation's safeguarding policy and procedure.

Activities not well attended or well managed	Public funds not well used	Consultation with participants and stakeholders	2	2	Consultation in the development of events/activities/projects Ongoing monitoring
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## **6. Environmental Impact Assessment**

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6.1 There are no negative environmental impacts identified within this report. Food will be sourced locally and cooked on the premises and any leftovers can be taken home by guests to ensure nothing goes to waste. The church relies on its members to transport guests who cannot access public transport, however, the outing is to somewhere local and routes are planned carefully to minimise mileage.

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## **7. Equalities and Diversity Implications**

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7.1 The 'Holiday at Home' scheme intends to have a positive impact on 'Age' and 'Disability' - two of the protected characteristics identified under the Equality Act 2010. There is disabled access to the building where the majority of the activities will be held and accessible toilets. The activities will be designed and can be adapted to suit different ages and abilities.

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## **8. Financial Considerations**

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<b>Expenditure Description</b>	<b>Cost</b>
Memory Box (Museum service)	£10
Travel talk (Mr C Parfitt)	£35
Exercise instructor	£50
Choir	£50
Craft Morning	£50
Outing Refreshments	£150
Catering for three days	£200
<b>Total</b>	<b>£545</b>

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## **9. Legal Considerations**

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9.1. The Council has the power to make grants to community project through the Area Committees. The Area Committees have delegated executive powers and devolved budgets.

9.2. Area Committees have the power to award grants in accordance with Part 3, Section 2 of the Council's Constitution i.e. the Area Committee terms of reference.

- 9.3. Christ Church Ipswich is a registered charity ([1140231](#)) with a named committee. The organisation has provided its constitution document, details of a named bank account, and safeguarding policy. It thereby meets the requirements of the Area Committee funding guidelines.

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## **10. Performance Monitoring**

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- 10.1. A Community Engagement Officer will monitor the progress and success of the 'Holiday at Home' scheme. Following project completion, Christ Church will report back to the Area Committees, either by report or by presentation, or both. An invitation is extended to any Area Committee member to visit during the duration of 'Holiday at Home'.

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## **11. Conclusions**

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- 11.1. Christ Church has been organising 'Holidays at Home' for elderly people in Ipswich for five years, with positive feedback from guests on each occasion. The church is committed to serving its local area, and the scheme is just one example of many in which church members are reaching out to offer activities to those who would not otherwise be able or afford to take part in. The activities are stimulating, beneficial for the guests physical and mental wellbeing, encourage companionship and prevent isolation.

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## **12. Recommendations**

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- 12.1 That the Central Area Committee retrospectively approves funding of £545 from the Central Area Committee budget for Christ Church as a contribution towards their 'Holiday at Home' scheme.**

Reason: To enable Christ Church to host a 'Holiday at Home' for elderly and/or more vulnerable members of the community in Ipswich.

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# 8

**COMMITTEE:** CENTRAL AREA                      **REF NO:** CAC/18/12

**DATE:** 5 SEPTEMBER 2018

**SUBJECT:** CENTRAL AREA COMMITTEE –  
AREA ACTION PLAN

**REPORT AUTHOR:** ALICE FIRBANK

***Short description of report content and the decision requested:***

The priorities of the Central Area Committee Area Action Plan have been reviewed for the Central Ipswich Area. The resulting Area Action Plan is attached at Appendix 1 for adoption.

***List of Appendices included in this report:***

Appendix 1 – Central Area Committee - Area Action Plan

**Recommendations:**

**That the Central Area Committee determines its priorities for the 2018/19 municipal year and adopts them as its Area Action Plan.**

**Reason:**

Priorities provide the basis of an action plan that will enable the Area Committee to clearly communicate its vision and priorities for the area and will help demonstrate how its budget is being allocated to deliver the priorities set for the Area.

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## AREA COMMITTEE REPORT– SHORT FORM

1. Item of business and issues for consideration

Adoption of the Central Area Committee Action Plan

2. List of supporting documents for consideration

Appendix 1 – proposed Central Area Committee Action Plan 2018/19

3. Summary of any other consultation carried out and outcomes

[Note - It's not necessary to include any consultation referred to in documents listed in Box 2]

Committee members were consulted on their preference for the priorities from the Domains of Deprivation and the Council's Corporate Plan: Building A Better Ipswich 2017. A further meeting was held with Central Area ward Councillors on 20 June 2018 to obtain their views on the proposed priorities; the resulting Action Plan is attached at Appendix 1.

4. Links to Area Action Plan or other adopted policies

This proposal is to adopt the Area Action Plan and is linked to the Council's Corporate Plan: Building A Better Ipswich 2017.

5. Financial implications

Expenditure Description	Cost
Not applicable	

6. Proposed Date of Decision

Wednesday 5 September 2018

7. Recommended Decision

**That the Central Area Committee determines its priorities for the 2018-19 municipal year and adopts them as its Area Action Plan.**

8. Reasons for decision

Priorities provide the basis of an action plan that will enable the Area Committee to clearly communicate its vision and priorities for the area and will help demonstrate how its budget is being allocated to deliver the priorities set for the Area.

9. Options for consideration

Option 1 – Adopt the Action Plan as proposed

Option 2 – Amend the listed priorities and adopt the amended Action Plan

10. Conflicts of interest

Name of all members who were consulted AND declared a conflict of interest	Nature of interest	Did the Audit & Governance Committee give a dispensation for that conflict of interest? (if yes give details and date of dispensation)

11. Risks considered

Risk Description	Consequence of risk	Risk Controls	Probability of risk occurring taking account of controls (1: almost impossible - 6: very high)	Impact of risk, if it occurred taking account of actions (1: negligible - 4: catastrophic)
Area Action Plan not adopted	The Area Committee would not be acting in line with the Council's Constitution	Area Action Plan proposal	2	3
<b>Actions to mitigate risk</b>	Adoption of the proposed Area Committee Action Plan or an amended version of the same would negate the risk			

12. Record of Decision taken

13. Exemption from call in (if applicable)

I certify that this decision is urgent and therefore exempt from call-in for the following reasons:

Signed.....  
 [This must be signed by the Chair of the Area Committee]

**This is a public document.**

# CENTRAL AREA ACTION PLAN

2018-19 Alexandra, St Margaret's, Westgate



**The Central Area Committee will work to alleviate deprivation amongst those in greatest need.**

<p>The domains of deprivation identified by the <a href="#">Department of Communities and Local Government</a> are;</p> <ul style="list-style-type: none"> <li>• Income</li> <li>• Employment</li> <li>• Health and Disability</li> <li>• Education, Skills and Training</li> <li>• Barriers to Housing and Services</li> <li>• Crime</li> <li>• Living Environment</li> </ul>	<p>The Committee will prioritise action to alleviate deprivation in the domain of:</p> <p><b>Living Environment</b></p> <p>With attention to indoor and outdoor living environments and community assets.</p>
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**The Central Area Committee will serve Ipswich residents in line with the aims of the Council.**

<p>The aims of Ipswich Borough Council are described in <a href="#">Building A Better Ipswich: Corporate Plan</a></p> <ul style="list-style-type: none"> <li>• A Strong Ipswich Economy</li> <li>• A Sustainable Environment</li> <li>• An Enjoyable Place to Live, Work and Study</li> <li>• A Healthy Community</li> <li>• Quality Homes for All</li> <li>• Safe Communities</li> <li>• An Efficient and Effective Council</li> </ul>	<p>The Committee will prioritise the activities in line with the following Council aims;</p> <p><b>An Enjoyable Place to Live Work and Study</b></p> <p>We will support Ipswich in being an attractive place to live, work and study by enabling high quality arts, leisure and culture.</p> <p><b>A Healthy Community</b></p> <p>We will contribute to the quality of life for Ipswich residents, with attention to physical activity, healthy eating and loneliness.</p> <p><b>Safe Communities</b></p> <p>We will work with partners to tackle community safety issues in the town, with attention to antisocial behaviour and open spaces.</p>
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Members of the Central Area Committee and supporting officers will pursue actions in line with these priorities throughout the year. Groups and projects working to alleviate deprivation in any of the 7 domains or in line with the aims outlined in the Corporate Plan can be considered by Committee for support.

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# 11

**COMMITTEE:** CENTRAL AREA                      **REF NO:** CAC/18/13  
**DATE:** 5 SEPTEMBER 2018  
**SUBJECT:** AREA COMMITTEE BUDGET UPDATE  
**AUTHOR:** RAY RICE, FINANCIAL SERVICES

***Short description of report content and the decision requested:***

This report details the financial position of the Central Area Committee budget.

Appendix 1 sets out the current financial position of the Central Area Committee budget, which at the beginning of this meeting has an unallocated budget of £18,285.08 available to spend on the priorities of the Area Action Plan for Central Ipswich.

***List of Appendices included in this report:***

Appendix 1: Central Area Committee Budget – Financial Statement

**Recommendations:**

**The Committee is asked to note the financial statement in Appendix 1.**

**Reasons:**

To provide an audit trail of funding that has been spent from the Central Area Committee budget.

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**APPENDIX 1 - CENTRAL AREA COMMITTEE - FINANCIAL IMPLICATIONS**

<b>Committee Date</b>	<b>Report Number</b>	<b>Description</b>	<b>Original Allocation Agreed</b>	<b>Budget B/F from 2017/18 plus 2018/19 Budget</b>	<b>2018/19 Expenditure</b>	<b>Remaining Budget</b>	<b>Progress - Project Update</b>
17/01/2018	CAC/17/16	Funding Request - Lofty Heights.	945.00	945.00	945.00	-	Approved Funding Bid, Paid in 2018-19. Lofty Heights have now purchased their van.
17/01/2018	CAC/17/18	Funding Request - Fly Tipping & Graffiti Removal budget.	3,000.00	3,000.00	1,285.00	1,715.00	Approved Funding Bid; ongoing payments as requests are processed.
17/01/2018	CAC/17/19	Funding Request - Alley Gates Funding.	6,000.00	6,000.00		6,000.00	Approved Funding Bid.
30/05/2018	CAC/18/01	Bangladeshi Support Centre	2,831.01		2,831.01	-	Approved Funding Bid & Paid.
30/05/2018	CAC/18/02	Ipswich Women's Festival Group	878.91		878.91	-	Approved Funding Bid & Paid.
30/05/2018	CAC/18/03	Venue Hire and Advertising 2018/19	500.00	200.00	50.00	650.00	N/A
30/05/2018		MAD Funding 2018-19	1,800.00			1,800.00	
		<b>Unallocated Budget B/F from 2017/18</b>		<b>6,295.00</b>			
		<b>2018/19 Budget</b>		<b>18,000.00</b>			
		<b>Remaining Unallocated Budget</b>				<b>18,285.08</b>	
		<b>Total</b>	<b>15,954.92</b>	<b>34,440.00</b>	<b>5,989.92</b>	<b>28,450.08</b>	

CENTRAL AREA COMMITTEE - FUNDING COMPLETED

Committee Date	Report Number	Description	Original Allocation	Progress - Project Update
16/07/12	CAC/12/02	Priority 2: Environmental Health - Walk About	£1,000.00	Complete - Agreed CAC 24/09/2015 to return outstanding commitment to remaining unallocated budget
16/07/12	CAC/12/02	Priority 3: Promote community cohesion and integration - publicity	£500.00	Complete - Agreed CAC 24/09/2015 to return outstanding commitment to remaining unallocated budget
14/11/12	CAC/12/08	Glass Recycling Options	£1,497.00	Complete
14/11/12	CAC/12/09	Fore Street Lighting	£4,800.00	Complete - Agreed CAC 24/09/2015 to return outstanding commitment to remaining unallocated budget
14/11/12	CAC/12/10	Removal of Planters	£4,531.00	Complete
14/11/12	CAC/12/11	Removal of Benches	£500.00	Complete
14/11/12	CAC/12/13	Christchurch Park Car Park Lighting	£1,720.00	Complete - Agreed CAC 19/11/2015 to return outstanding commitment to remaining unallocated budget
24/01/13	CAC/12/14	Litter and Dog Bin Provision	£2,938.00	Complete
07/03/13	CAC/12/16	Ipswich Community Playbus	£500.00	Complete - Agreed CAC 19/11/2015 to return outstanding commitment to remaining unallocated budget
21/05/13	CAC/13/02	Summer & Half-Term Activities	£5,283.00	Complete
21/05/13	CAC/13/05	Upper Orwell St. - Improving Street Scene	£10,000.00	Complete
21/05/13	CAC/13/06	Equipment for 28th Ipswich Guides Company	£300.00	Complete
25/07/13	CAC/13/08	Jubilee Play Area Newsletters	£130.00	Complete - Agreed CAC 24/09/2015 to return outstanding commitment to remaining unallocated budget
01/10/13	CAC/13/11	Breakfast Advice Project	£3,909.00	Complete
01/10/13	CAC/13/12	Graffiti and Gum Removal	£1,000.00	Complete
19/11/13	CAC/13/15	Seafarers' Memorial	£512.00	Complete
19/11/13	CAC/13/16	St Matthews Street Action Plan	£5,000.00	Complete
30/01/14	CAC/13/18	Outdoor Table Tennis Tables	£2,000.00	Complete
30/01/14	CAC/13/19	Community Payback Team Project	£240.00	Complete - Agreed CAC 24/09/2015 to return outstanding commitment to remaining unallocated budget
20/03/14	CAC/13/23	Easter, Summer & October Holiday Activities	£5,000.00	Complete
20/03/14	CAC/13/24	Once Upon A Time Exhibition	£225.00	Complete - Agreed CAC 24/09/2015 to return outstanding commitment to remaining unallocated budget
17/07/14	CAC/14/01	Community Arts in Mental Health (Inside Out)	£1,200.00	Complete
17/07/14	CAC/14/02	Learning & Enterprise in Ipswich (Realise Futures)	£2,020.00	Complete
17/07/14	CAC/14/03	Holiday at Home (Christchurch)	£540.00	Complete - Agreed CAC 11/03/2015 to return outstanding commitment to remaining unallocated budget
17/07/14	CAC/14/04	Family Home Visiting Service (Home Start)	£3,000.00	Complete
17/07/14	CAC/14/05	Kitchen Installation (Ipswich Community Church)	£8,500.00	Complete
17/07/14	CAC/14/06	Community Panel Pilot	£5,000.00	Complete
17/07/14	CAC/14/07	Making a Difference (MAD)	£2,700.00	Complete
01/10/14	CAC/14/08	Christchurch House Hostel Activities	£1,300.00	Complete
01/10/14	CAC/14/09	Alley Gates for Surrey Road	£1,260.00	Complete
01/10/14	CAC/14/10	Community Project for Footpath Improvement Works - The Albany Tree Belt	£5,050.00	Complete
18/11/14	CAC/14/12	Easter, Summer & October Holiday Activities 2015	£5,000.00	Complete
18/11/14	CAC/14/13	Survivors in Transition	£6,500.00	Complete
14/01/15	2014/15	Room Hire	£200.00	Complete
14/01/15	CAC/14/15	"When I Grow Up" Project - Funding not required	£132.00	Agreed CAC 11/03/2015 to return commitment to remaining unallocated budget
11/03/15	CAC/14/18	St. Margaret's Toddler Group	£1,000.00	Complete
11/03/15	CAC/14/19	Broomhill Park Bench	£180.00	Complete
11/03/15	CAC/14/20	CCTV Cameras in Westgate Ward	£2,500.00	Complete
11/06/15	CAC/15/01	Holiday at Home	£640.00	Complete
11/06/15	CAC/15/02	Surrey Road & Sirdar Road Alley Gates	£2,520.00	Complete
11/06/15	CAC/15/03	Venue Hire and Advertising 2015/16	£500.00	-



Committee Date	Report Number	Description	Original Allocation	Progress - Project Update
11/06/15	CAC/15/04	Making a Difference	£2,700.00	-
30/07/15	CAC/15/05	St Helen's Playgroup	£1,000.00	Complete
24/09/15	CAC/15/07	Out Loud Music	£4,828.00	Complete
28/01/16	CAC/15/11	26th Ipswich Scouts	£2,645.55	Complete
28/01/16	CAC/15/12	PhotoEast	£1,200.00	Complete
28/01/16	CAC/15/13	Outdoor Classroom Project	£788.40	Complete
28/01/16	CAC/15/14	New Communities Support Group	£1,500.00	Complete
28/01/16	CAC/15/15	Black Horse Lane CCTV	£400.00	Complete - At November 2016 meeting, it was agreed that the CCTV camera be deployed at St Clements Church instead.
24/03/16	CAC/15/17	Surrey Road Alley Gate	1,260.00	Complete
24/03/16	CAC/15/18	Oyster Community Press - Community Cohesion Through Art	5,742.00	Complete
24/03/16	CAC/15/19	Spring Road Allotments Composting Toilet	4,370.00	Complete
13/07/16	CAC/16/03	Bangladeshi Support Centre Health & Well-Being Project	2,000.00	Complete
13/07/16	CAC/16/04	Ipswich Community Media - South Street Kids Radio Project	3,975.00	Complete
13/07/16	CAC/16/05	2016 Holiday Activities	4,008.00	Complete
14/09/16	CAC/16/07	Phoenix Project	4,375.00	Complete
14/09/16	CAC/16/08	Brickmakers Wood	3,515.22	Complete
09/11/16	CAC/16/11	Christchurch Park Sundial Restoration	500.00	Complete
11/01/17	CAC/16/14	Oasis English Language School - Fire Safety & Renovation	7,188.50	Complete
08/03/2017	CAC/16/16	Funding Request - Arts La'Olam	2,300.00	Complete
08/03/2017	CAC/16/17	Funding Request - Ginnel Foto Fest	3,150.95	Complete
		Underspend MAD Funding from previous years.	840.00	Returned to Unallocated Budget.
09/11/2016	CAC/16/12	Museum Street Litter Bins	425.00	13/09/2017 - The Committee approved the transfer of the surplus from the Museum Street Litter Bins (CAC/16/12) of £425 back into the unallocated Central Area Committee budget – this project is now complete.
19/07/2017	CAC/17/02	Summer Holiday Activities.	1,783.05	Complete
13/09/2017	CAC/17/07	Funding Request - Black History Month Celebration Event.	175.00	Complete
13/09/2017	CAC/17/08	Funding Request - Ipswich County Library - Fun Palace.	2,641.98	Complete
14/01/2015	CAC/14/16	Fly-tipping and Graffiti removal. £105.20 not spent. Included in unallocated Budget B/F 2017-18.	3,000.00	Complete
19/07/2017	CAC/17/03	Inspire Suffolk & Ipswich Community Media Youth Programme.	500.00	Paid, costs till 08/18
19/07/2017	CAC/17/04	Ipswich & Suffolk West Indian Association Lunch Club.	500.00	Paid, costs till 08/18
08/11/2017	CAC/17/10	Funding Request - Ipswich Community Playbus.	1,250.00	Paid, costs till 12/18

Committee Date	Report Number	Description	Original Allocation	Progress - Project Update
08/11/2017	CAC/17/11	Funding Request - Lets Talk Reading.	4,615.00	Paid, costs till 12/18
08/11/2017	CAC/17/12	Funding Request - Caribbean & African Community Health Support Forum.	2,000.00	Approved Funding Bid and Paid 2017-18.
17/01/2018	CAC/17/15	Funding Request - ActivLives ActivHubs 2018/19.	5,575.00	Paid, costs till 04/19
17/01/2018	CAC/17/17	Funding Request - Help our Homeless Campaign.	1,864.22	Complete
07/03/2018	CAC/17/21	Funding Request - Summer Holiday Activities Programme 2018	3,081.20	Approved Funding Bid and Paid 2017-18.
07/03/2018	CAC/17/22	Funding Request - Future Female Society "More than Mum" Project.	3,300.00	Approved Funding Bid and Paid 2017-18.
07/03/2018	CAC/17/23	Funding Request - Ginnel Foto Fest 2018	1,500.00	Approved Funding Bid and Paid 2017-18.
19/07/2017	MAD	MAD funding 2017/18.	1,140.00	Returned to the unallocated Budget B/F 2017/18.
19/07/2017	CAC/17/05	Venue Hire and Advertising 2017/18	216.75	Returned to the unallocated Budget B/F 2017/18.

**CAC/17/18 - Fly Tipping & Graffiti Removal budget - expenditure to date**

<b>Ward</b>	<b>Location</b>	<b>Description of works</b>	<b>Progress</b>	<b>Cost</b>
Alexandra	Dial Lane	Graffiti removal	Complete	£45
Alexandra	Palmerston Road	Removal of asbestos sheeting from alleyway to rear of Palmerston Road [external contractor]	Complete	£350
Alexandra	Tennyson Road	Removal of fly-tipping	Complete	£75
Alexandra	Tennyson Road	Removal of fly-tipped sofa	Requested	£30
Alexandra	Milner Street	Removal of fly-tipping in alleyway facing Milner Street	Complete	£500
Alexandra	Bond Street	Removal of fly-tipping and tidy up of Bond Street car park	Complete	£100
Westgate	Bramford Road	Removal of graffiti from Christine's Florist	Complete	£35
Westgate	Wilberforce Street/ Clarkson Street	Removal of 5 bags of household waste and pieces of carpet from alleyway running behind houses on Clarkson Street	Complete	£30
Westgate	Wilberforce Street/ Clarkson Street	Removal of litter and fly-tipping at the entrance of the alleyway running behind the houses on Clarkson Street	Complete	£75
Westgate	Sirdar Road/Gatacre Road	Removal of rubbish and needle sweep in the alleyway	Complete	£75

**Total allocated from budget:**

**£1,315**

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