



CENTRAL **area committee**

**WEDNESDAY
22 JUNE 2022
MUSEUM STREET METHODIST CHURCH,
17 BLACK HORSE LANE, IP1 2EF
7.00 PM**

WARD COUNCILLORS

ALEXANDRA:

John Cook, Labour
Adam Rae, Labour
Jane Riley, Labour

ST MARGARETS:

Oliver Holmes, Liberal Democrats
Inga Lockington, Liberal Democrats
Tim Lockington, Liberal Democrats

WESTGATE:

Julian Gibbs, Labour
Carole Jones, Labour
Colin Kreidewolf, Labour

CO-OPTES: SUFFOLK COUNTY COUNCIL COUNCILLORS

Rob Bridgeman – Labour, Bridge Division
Elizabeth Johnson – Labour, St Helen's Division
Debbie Richards – Conservative, St Margaret's & Westgate Division

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A G E N D A

	PART 1
1.	Election of Chair
2.	Apologies for Absence
3.	Unconfirmed Minutes of Previous Meeting - 2 March 2022 (Pages 5 - 16)
4.	To Confirm or Vary the Order of Business
5.	Declarations of Interest
6.	<p>Responses to Public Questions</p> <p>Residents are encouraged to ask questions at Area Committee meetings. Questions will be answered by an appropriate Officer or Councillor.</p> <p>To ask a question, residents simply need to email areacommitteequestions@ipswich.gov.uk including their name and address, a contact telephone number, their question, and which Area Committee they wish the question to be asked at. We ask that questions be submitted by 10am two working days before the day of the meeting in order that relevant information can be brought to the committee; for this meeting the deadline is 10am on Monday 20 June 2022.</p> <p>Questions may be asked by residents without prior notice having been given, with the permission of the Chair, however it may not be possible for an answer to be given at the meeting. Priority will however be given to those residents who have submitted questions in advance.</p> <p>All questions must either be:</p> <ul style="list-style-type: none"> • relevant to the area committee they are to be asked at, or; • relevant to Ipswich as a whole and be asked by a resident of the area covered by the committee it is to be asked at. <p>Please note that questions or representations must not contain:</p> <ul style="list-style-type: none"> • references to identifiable individuals (whether by name or other information) unless the consent of that individual has been obtained and included with the notification; • potentially defamatory or provocative or abusive comments; • discriminatory remarks. <p>If for any reason a question which has been submitted in advance is not able to be asked at a meeting, the Council will, within 14 days of the meeting date, reply to the resident asking the question explaining why and if possible providing a written answer.</p>

7.	Policing Update
8.	CAC/22/01 Area Committee Budget Update (Pages 17 - 20)
9.	CAC/22/02 Funding Request: Lofty Heights (Pages 21 - 42)
10.	CAC/22/03 Funding Request: Emmaus Suffolk (Pages 43 - 56)
11.	CAC/22/04 Funding Request: Venue Hire and Publicity Budget 2022/23 (Pages 57 - 60)
12.	CAC/22/05 Area Action Plan (Pages 61 - 72)
13.	Chair's Update on Actions from Previous Meetings
14.	Community Intelligence - Verbal Update from Councillors
15.	Dates and Times of Meetings for 2022/23: <ul style="list-style-type: none"> • Wednesday 7 September 2022, 7pm • Wednesday 2 November 2022, 7pm • Wednesday 4 January 2023, 7pm • Wednesday 1 March 2023, 7pm

Shirley Jarlett

SHIRLEY JARLETT
MONITORING OFFICER

14 June 2022

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



The information contained within these papers can be made available in alternative formats. Please use the contact details above for assistance

CENTRAL AREA COMMITTEE

MINUTES

WEDNESDAY 2 MARCH 2022
COUNCIL CHAMBER, TOWN HALL
7.00 PM

Present: Alexandra Ward Councillors: Adam Rae and Jane Riley
St Margaret's Ward Councillors: Oliver Holmes and Inga Lockington
Westgate Ward Councillors: Julian Gibbs, Carole Jones and Colin Kreidewolf
SCC Councillors: E Johnson and D Richards

48. Apologies for Absence

Apologies for absence were received from Councillor J Cook, Councillor T Lockington and County Councillor Bridgeman.

49. Unconfirmed Minutes of Previous Meeting

Resolved:

that the Minutes of the meeting held on 5 January 2022 be signed as a true record.

50. To Confirm or Vary the Order of Business

50.1. The Chair reported that Agenda Item 12 (report CAC/21/16) had been deferred as the applicant was unable to attend the meeting; additionally, it was proposed that Agenda Items 8 (report CAC/21/12) and 9 (report CAC/21/13) be considered after Agenda Item 5 (Public Questions) and this was agreed.

Resolved:

that, subject to deferral of Agenda Item 12, and Agenda Items 8 and 9 being considered after Agenda Item 5, the Order of Business be confirmed as printed on the Agenda.

51. Declarations of Interest

Councillor Riley, being a Spring Road allotment holder, declared an interest in Agenda Item 10 (CAC/21/14) and left the room during the consideration of this item.

Councillor Rae, being a Spring Road allotment holder, declared an interest in Agenda Item 10 (CAC/21/14) and left the room during the consideration of this item.

Councillor Gibbs, whose partner was a Trustee on the Ipswich Community Media and Learning Board, declared an interest in Agenda Item 7 (Norwich Road Carnival).

52. Responses to Public Questions

52.1. The Chair reported that no questions had been received from the public in advance of the meeting.

53. CAC/21/12 Area Committee Budget Update

53.1. Mr Mark Whiting, Commercial Development Operations Manager, reported that since the last meeting, there had been £120 allocated from the Graffiti and Fly-Tipping Removal budget in respect of fly-tipping removal from the Foxhall Road/Rosebery Road area.

53.2. Additionally, Making a Difference (MAD) funding had been allocated for the following:

- Alexandra ward: Window Wanderland event in the Warwick Road area in February 2022 - £331.25
- Westgate ward: Sunflowers Pre-School equipment - £433.34

53.3. Mr Whiting reported that the Area Committee had an opening balance of £11,331.80. Allowing for the deferral of the Lofty Heights application (report CAC/21/16) and additional funding being made available in support of the Spring Road Allotment Compost Toilet request, the total required to cover the funding requests being considered was £14,253.20.

53.4. Mr Whiting added that Area Committees were allowed, should they wish, to allocate money from the 2022/23 budgets in advance of the new Municipal Year for projects that would take place in that year, with any such funding allocations not being paid until 2022/23.

Resolved:

that the financial update attached at Appendix 1 to the report be noted.

Reason: To provide clear and transparent details of the amount of funds available to the Area Committee to support priorities in Central Ipswich.

54. CAC/21/13 Funding Request: Restitute

- 54.1. The Committee Services Officer highlighted an error in the preparation of the report in paragraph 3.1: the amount of funding available in the Area Committee's budget should be £11,331.80, not £17,331.80.
- 54.2. Ms Cath Pickles, CEO of Restitute, reported that Restitute provided support for the third party victims of crime, such as family members, carers, partners of adults and children, who had survived sexual abuse and violence. Restitute were seeking funding to provide a dedicated support worker for Ipswich who would offer 1-2-1 support and advice, plus assistance with more practical matters. The support worker would also undertake outreach work with GP surgeries and schools within Ipswich to help identify vulnerable people and make them aware of the services available.
- 54.3. Ms Pickles added that she had not been aware of the Council's Community Cash Grant process until this year's deadline for applications had passed, but would bear this funding source in mind next year.
- 54.4. Councillor Riley asked how many support workers currently worked for Restitute and what areas they covered.
Ms Pickles reported that support workers operated in Suffolk and Norfolk. The additional support worker would undertake some work in other areas, but would specifically do the outreach work for Ipswich. Restitute would look to replicate this model in Norwich.
- 54.5. Councillor I Lockington suggested that there could be an opportunity to obtain funding from GPs and the Mental Health Trust.
Ms Pickles commented that Restitute had received funding from the Norfolk & Waveney CCG, which would provide leverage when applying for other funding, and would be looking to apply to the CCGs covering the lower part of Suffolk.
- 54.6. Councillor Holmes noted that there had been only one family supported in Central Ipswich in 2 years and asked how engagement would be developed going forward. Councillor Holmes also asked about the rationale behind supporting the partners of men who were arrested for accessing online child pornography.
Ms Pickles commented that given the number of people who would have been third party victims of crime, the fact that only one family had come forward was a concern. The recruitment of a social worker for Ipswich, replicating the model already in place in other areas, would help to promote the service proactively to those people in need.
Ms Pickles referred to a case where a wife who had reported her husband's criminal activity to the Police had been named in the Press, and then both she and her children had been subject to abuse and ostracised, even though she had been the person to report the crime straight away to prevent further offences.

Resolved:

that the Central Area Committee allocate £2,000 from the Central Area Committee budget to Restitute towards the costs of providing a dedicated support worker for Ipswich.

Reason: To provide support work, counselling services and practical solutions to third party victims of crime and undertake targeted outreach with GP surgeries, schools and colleges.

55. Policing Update

- 55.1. The Chair invited Inspector Domenic Mann from the Ipswich Central Safer Neighbourhood Team (SNT) to provide an update on policing priorities.
- 55.2. Operation Silverton: 3 Community Protection Notices (CPNs) and 1 warning of a CPN had previously been issued to street workers in the Barrack Corner area; there had been no activity over the last month, but patrols and target hardening was ongoing to prevent street prostitution from returning to this area.
- 55.3. County Lines: Drug warrants had been executed, resulting in arrests and seizure of drugs, cash and knives; cuckoo addresses continued to be monitored and there had been safeguarding issues involving children and vulnerable adults, with children as young as 14 being used to sell drugs.
- 55.4. Other issues targeted: an individual had been arrested for graffiti tagging in the town centre; youths accessing the Neptune Quay block of flats had been identified; a multi-agency approach was being taken through the Responsible Car Wash Scheme to tackle illegal car wash schemes and modern slavery issues.
- 55.5. The new CCTV cameras that had been installed in Central Ipswich as part of the Safer Streets Project had provided evidence relating to 2 cases and new radios were also being rolled out across the town.
- 55.6. Councillor I Lockington asked if any issues of modern slavery had been identified in Ipswich and whether nail bars had been checked for illegal workers.
Inspector Mann reported that one person had been identified as working illegally at a car wash; the Police had assigned an Officer to tackle modern slavery issues, and nail bars across the town were being visited regularly.
- 55.7. Councillor Jones commented that there had been anti-social behaviour outside the Great White Horse Hotel involving drinking and drug-taking.
Inspector Mann commented that this would be investigated and added that there had been some new individuals identified as being involved in anti-social behaviour in the town.

56. Norwich Road Carnival - Project Update

- 56.1. Ms Cad Taylor of Ipswich Community Media (ICM) provided an update on the Norwich Road Carnival project with the following points:

- Area Committee funding was awarded towards a carnival event on Norwich Road, but its delivery had been impacted by the pandemic.
- A celebration event for the Norwich Road area was now planned for 9 April 2022, with a view to holding a carnival-style event in future years.
- ICM moved to the Norwich Road area 7 years ago and established South Street Studios.
- 110 young people were involved in South Street Kids project and 120 people had been learning English as a second language through ICM.
- South Street Kids would be working at the Eastern Angles community hub to produce a manifesto for young people, setting out what they represent and what was important to them.
- The proposed event would aim to celebrate businesses and the local community, with a print workshop, pop-up radio studio in the new Blossom Rose's Cakes café, a gazebo offering advice from partners including Burlington Road Surgery, pictures taken by photographer Geoff Buono, and free food from the Portuguese café and the Ararat Restaurant.

57. CAC/21/14 Spending Request: Spring Road Allotment Compost Toilet

- 57.1. Ms Sarah Meehan, Field Secretary of the Spring Road Allotments, reported that the Spring Road allotments were long established, and their use had increased as a result of the pandemic, with many people currently on a waiting list. Allotment holders and their visitors were keen to spend more time on their plots, due to the associated mental health benefits, and funding was being sought to provide improved toilet facilities to enable this.
- 57.2. The proposed compost toilet would be fully accessible and provide more discrete facilities for females and would be used by 100 plot holders and their children. These facilities would enable open days to be held on site involving local schoolchildren, giving them the opportunity to come and learn about wildlife.
- 57.3. The Community Payback Team would be invited to help clear the proposed location and the toilet would be maintained by the Field Committee, who would provide a combination lock and hand sanitiser.
- 57.4. Mr James Turnbull, Community Engagement Officer reported that County Councillor Johnson had increased her contribution from her SCC locality budget to £909.80 and the contribution from the Field Allotment Holders had increased to £435; therefore, the amount requested was now £7,753.20.
- 57.5. Councillor Kreidewolf asked why this request was not being funded from the Council's Parks funding.
Mr James Fairclough, Director for Culture and Environment, reported that there was no specific budget for this request within the Parks budget and would therefore require an addition to the Capital Programme.
- 57.6. Councillor I Lockington asked whether there was a toilet on the other Allotment Field opposite the Spring Road Allotments that could be used by allotment

holders and whether the proposed toilet facilities would be made available to the other Allotment Field users.

Ms Meehan reported that the other site did have a toilet but the Spring Road Allotment users did not have access to it; any sharing of the new facility would need to be considered by the Field Committee.

57.7. Councillor Jones commented that the other Allotment Field was accessed from Alexandra Road and any toilet on that site would be quite some distance from the Spring Road Allotment Field; the provision of better facilities would encourage more people to visit and support community events.

57.8. County Councillor Richards commented that the other Allotment Field had held events for the community, e.g. beehive sculptures.

Ms Meehan highlighted that a beehive area was being constructed on the Spring Road Allotment Field. The plan was for open days to be held for the community, with activities to engage children and teach them about the local wildlife.

Resolved:

that the Central Area Committee allocate £7,753.20 from the Central Area Committee to the Council's Parks and Cemeteries to purchase and install a compost toilet at the Spring Road allotment.

Reason: To enable allotment holders and their visitors to spend more time on their allotments, thus providing more opportunities for people to exercise, socialise and improve mental health and well-being.

58. CAC/21/15 Funding Request: PHOEBE - Self-Esteem Project

58.1. Ms Joana Alves, Domestic Violence Advisor at PHOEBE, reported that £1,000 was being requested to deliver workshops to young people as part of a self-esteem project across Ipswich to tackle issues such as bullying, cyber-bullying, body image, racial discrimination, and help to improve self-esteem and confidence through activities, including swimming, football, dance, music and outings for deprived families. Workshops were currently being delivered at 3 schools, with a further 6 schools on a waiting list.

58.2. Councillor Rae highlighted that the 5-year financial history for PHOEBE had seen income grow from £40k to nearly £400k by March 2021, but the expenditure had only been about £150k in that year. Councillor Rae commented that projects had probably been delayed by the pandemic, but asked whether this existing income could be used in place of the requested funding.

Ms Alves commented that the requested funding was for a new project, whereas the existing income was for projects related to other services provided by PHOEBE, such as domestic violence advocacy.

Councillor Gibbs added that many charities did have some unrestricted funds, but most of their funding was ring-fenced to particular projects.

Resolved:

that the Central Area Committee allocate £1,000 from the Central Area Committee budget to PHOEBE towards the costs of providing a dedicated support worker for Ipswich.

Reason: To deliver a self-esteem project that aims to improve the well-being and life outcomes of children and young people.

59. CAC/21/16 Funding Request: Lofty Heights Emergency Relief Plan

This report was deferred at the request of the applicant who was unable to attend the meeting.

60. CAC/21/17 Provision of Funding of Community Family Fun Days and Community Events for the Queen's Platinum Jubilee Weekend

- 60.1. Mr Whiting reported that £2,500 was being requested for the Events Team to deliver a Family Fun Day in the Central Ipswich area in Summer 2022, with Alexandra Park as the proposed location. This event would provide a variety of activities and opportunities for community engagement.
- 60.2. Councillor I Lockington commented that the Family Fun Days were good for the community, but should have remained in the Events budget rather than reduce the amount of Area Committee funding available to support community groups. Councillor Lockington requested that if the Family Fun days were repeated in future years, the location should be moved around the 3 wards.
- 60.3. Councillor I Lockington highlighted that the community engagement aspect of the Family Fun Days would provide an opportunity to promote climate change and recycling activities to help meet targets and to engage young people in environmentally friendly activities through Suffolk Wildlife Trust and the Park Rangers.
- 60.4. Councillor Riley noted that the cost of £2,500 had been based on last year's figures and asked whether this was still accurate and how this would be covered should the costs increase.
Mr Whiting confirmed that the pricings had been confirmed with the partners involved in delivering the Family Fun Days who had committed to providing the same services at last year's prices.
- 60.5. County Councillor Johnson asked why the Family Fun Days would be delivered mid-week when working parents were less likely to be able to attend.
Mr Whiting commented that the Family Fun Days had been held mid-week previously and had been well attended; having the resource available to deliver the events was another factor. The venues chosen were in sustainable locations that would enable most people to be able to walk to the events and could be moved to other suitable locations in future years.

- 60.6. Mr Whiting reported that a further £1,000 was being requested to support community celebrations in Central Ipswich as part of the events to commemorate the Queen's Platinum Jubilee during 2-5 June 2022. To qualify for funding, these community events should be attended by a minimum of 30 people. Community groups would be able to apply online towards the costs of provisions, such as refreshments and bunting, with a maximum award per event of £333. These community events could be held in the Council's parks and open spaces.
- 60.7. Councillor Rae asked if the £1,000 was ring-fenced to events within the Central Ipswich area and whether any unspent funds would be returned to the Area Committee.
Mr Whiting confirmed that each Area Committee was being requested to allocate £1,000 towards community events in its area and any unspent funding would be returned to the relevant Area Committee budget.
- 60.8. Councillor I Lockington highlighted that SCC would not be charging for road closures for community events held in non-through roads for the Queen's Platinum Jubilee Weekend. Councillor Lockington added that it would be preferable that community events be supported in all 3 wards if possible.
- 60.9. Councillor Kreidewolf requested that the £1,000 be split proportionally across the 3 wards in the same manner as the Making a Difference funding.
Mr Fairclough, Director for Culture and Environment, suggested that the funding be nominally allocated as £333 per ward, and if there was no bids made for a particular ward, that funding could be offered towards bids in other wards, subject to consultation with the relevant ward Councillors.
- 60.10. Councillor Jones asked if there was a deadline for applications.
Mr Whiting confirmed that there would be a deadline for the submission of applications, which would be publicised when the scheme was promoted on the website.
- 60.11. Councillor I Lockington commented that if community groups needed any additional funding for this type of event, they could also approach their County Councillors for SCC locality funding.
- 60.12. It was proposed that both elements of funding be awarded, with the additional stipulation for the funding for community events as follows: "This funding is to initially be allocated as £333 per ward; in the event of no award being made for a particular ward, the funding may be reallocated to make awards in other wards subject to consultation with the relevant ward Councillors", and this was agreed.

Resolved:

- i) **that the Central Area Committee allocate £2,500 from the Central Area Committee for the delivery of a Community Family Fun Day within the Central Area boundary as set out in Sections 2 and 4 of the report.**

Reason: To provide the Family Fun Day programme within the communities of Ipswich.

- ii) **that the Central Area Committee authorise the Assistant Director for Sport and Programmes to award up to £1,000 on behalf of the Area Committee from its budget for community led and based events (at a maximum value of £333 per event) to celebrate and mark the Queen's Platinum Jubilee on dates on or between 2nd and 5th June 2022. Prior to deciding whether or not to commit any funding, the Assistant Director must consult with the relevant ward Councillors for the event area. This funding is to initially be allocated as £333 per ward; in the event of no award being made for a particular ward, the funding may be reallocated to make awards in other wards subject to consultation with the relevant ward Councillors.**

Reason: To provide funding to assist community led and based events held to commemorate the Queen's Platinum Jubilee.

- iii) **that the allocation of funding for these requests be split as follows: £578.60 from the 2021/22 Central Area Committee budget and £2,921.40 from the 2022/23 Central Area Committee budget.**

Reason: To enable both elements of the report to be funded.

61. Chair's Update on Actions from Previous Meetings

- 61.1. Although unable to attend, County Councillor West had provided the following updates to issues raised at the previous meeting:
- 61.2. School traffic: Speeding and traffic issues outside Springfield Junior School were discussed at a meeting on 15 February 2022 between County Councillor West, the Division and Ward Councillors and Officers from the Speed and Safety Management Team. County Councillors Richards and Inga Lockington agreed to put some Local Highways Budget funding towards trying to find a potential solution; in the first instance, a traffic survey would take place on Kitchener Road, Springfield Lane and Richmond Road between 24 March and 1 April 2022.
- 61.3. Dropped kerb policy: The County Council would be publishing its updated Dropped Kerb Crossing Policy later this month; this was in relation to requests for kerbs to be dropped to allow residents to access their driveways rather than dropped crossings on pavements to allow prams to cross, which was a different type of highway improvement.
- 61.4. Transition to LED streetlights: The contractor was currently working in Ipswich and Lowestoft switching streetlights over to LED lights. So far, 24,000 streetlights had been replaced, with 18,000 to go; the project was expected to be complete by the end of May 2022.
- 61.5. Fixing streetlights: Faulty streetlights should be reported on the streetlight reporting tool on the SCC website; the target for repairs was 30 days and any

faults that were not resolved by the target date should be reported to County Councillor West.

- 61.6. City Fibre: The Chair reported he had contacted Mr Kitchin about the long outstanding reinstatement works on High Street; the contractors visited the site promptly and took photographs and a commitment had been given to complete the works by the end of March 2022.
- 61.7. Norwich Road CCTV cameras: The Chair reported that 6 new CCTV cameras, which were funded by the Safer Streets initiative, had now been installed with 3 on Barrack Corner, 2 outside Coes and 1 at the junction with Beaufort Street. A further camera was due to be installed on St Matthew's Street. The Chair commended the Council's Project Manager for the Safer Streets Project, Mr Adam Keer, for his exemplary work on this initiative, including the engagement with Councillors.

62. Community Intelligence - Verbal Update from Councillors

- 62.1. Councillor Riley thanked the Council's Waste and Street Cleaning operatives for their work in tackling fly-tipping in a number of alleyways as part of a community impact day held on 31 January 2022.
- 62.2. Councillor Jones thanked the Council's Parks Team for the recent tree planting work undertaken across the town and added that the Street Cleaning Team did a great job of keeping the town centre clean.
- 62.3. Councillor I Lockington reported that she and County Councillor Richards had funded the travel survey in the Kitchener Road area and had requested that the SCC Highways Officers provide feedback from the survey; Councillor Lockington added that she had forwarded the results from a previous survey in this area onto the Officers for comparison.
- 62.4. Councillor Holmes commented that a new Statutory Instrument had been issued in relation to moving traffic offences that could potentially allow for enforcement action to be taken by the Council on behalf of SCC Highways, but this would require SCC to apply to the Department for Transport for this power to be transferred. Councillor Holmes asked for this matter to be raised with County Councillor West.
Mr Fairclough reported that discussions had already been held with Senior Officers at SCC, who would be applying for this power but would be retaining it at County Council level as this would be more cost effective than if delegated to District Councils. SCC would look at how this power could be operated in Ipswich in the first instance.
- 62.5. County Councillor Richards reported that she had allocated £500 from her SCC Locality Budget to Sunflowers Pre-School to provide a teepee and tent to support activities for children with emotional issues.

63. Dates and Times of Meetings for 2022/23:

Resolved:

that the meetings for 2022/23 be confirmed as follows:

- **Wednesday 22 June 2022, 7pm**
- **Wednesday 7 September 2022, 7pm**
- **Wednesday 2 November 2022, 7pm**
- **Wednesday 4 January 2023, 7pm**
- **Wednesday 1 March 2023, 7pm**

The meeting closed at 8.33 pm

Chair

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COMMITTEE: CENTRAL AREA **REF NO:** CAC/22/01
DATE: 22 JUNE 2022
SUBJECT: AREA COMMITTEE FINANCIAL UPDATE
REPORT AUTHOR: JUSTIN JUPP

Short description of report content and the decisions requested:

At the start of this financial year, the Central Area Committee had a further £15,200 allocated for 2022/23, bringing the total unallocated budget available to spend on the priorities of its Area Action Plan to **£12,078.60**.

Appendix 1 sets out the current financial position of the Central Area Committee and is for noting only.

Unspent funding to be returned to the main unallocated budget:

- 1) **£700** of the 2021/22 Venue Hire and Publicity budget was not spent and will be returned to the unallocated Central Area Committee budget.
- 2) £933.34 was spent from the 2021/22 Making a Difference budget, leaving **£566.66** to be returned to the unallocated Central Area Committee budget.

Making a Difference Fund 2022/23:

The Area Committee has the option to devolve up to 10% of its annual budget to establish a 'Making a Difference' (MAD) Budget for small scale community initiatives; a 10% allocation would equate to £500 per ward for 2022/23.

List of Appendices included in this report:

Appendix 1 – Central Area Committee Budget – Financial Statement

Recommendations:

The Committee is asked:

- (a) To note the financial statement in Appendix 1;**
- (b) To approve the return of the unspent budgets to the main unallocated Central Area Committee budget as follows:
£700 Venue Hire [2021/22];
£566.66 Making a Difference [2021/22];**
- (c) To determine the allocation of funding to establish a Making A Difference (MAD) budget for 2022/23.**

Reasons:

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

APPENDIX 1 - CENTRAL AREA COMMITTEE - FINANCIAL IMPLICATIONS

Committee Date	Report Number	Description	Original Allocation Agreed	Budget B/F from 2021/22 + 22/23 Budget allocation	Unspent Allocation	2022 /23 Expenditure	Remaining Budget	Progress - Project Update
15/01/2020	CAC/19/16	Fly-Tipping & Graffiti Removal Budget	2,453.20	2,272.28	2,272.28			£453.20 remaining from CAC/17/18 and £2,000 allocated 2019-20.
14/07/2021	CAC/21/01	MAD Funding 2021/22	1,500.00	566.66	566.66			£168.75 St Helens Church Pop up shop; £433.34 Sunflowers Pre-School; £331.25 Alexandra Window Wanderland
14/07/2021	CAC/21/02	Venue Hire and Publicity 2021/22	700.00	700.00	700.00			£500 allocated & £200 from Executive
02/03/2022	CAC/21/14	Spring Road Allotment Compost Toilet	7,753.20	7,753.20	7,753.20			Approved Funding Bid
02/03/2022	CAC/21/15	PHOEBE Self-Esteem Project	1,000.00	1,000.00	1,000.00			Approved Funding Bid
02/03/2022	CAC/21/17	Family Fun Days and Queen's Platinum Jubilee Community Fund	578.60	578.60		578.60		Approved Funding Bid £3,500.00 - Note: £578.60 is to come from 2021/22 budget and £2,921.40 from 2022/23 budget
		Venue Hire and Publicity 2022/23		200.00	200.00			£200 from Area Committee base budget
02/03/2022	CAC/21/17	Family Fun Days and Queen's Platinum Jubilee Community Fund	2,921.40			2,921.40		Paid out of 22/23 Budget
		Unallocated Budget B/F from 2021/22		-				
		2022/23 Budget		15,000.00				
		Total		28,070.74	12,492.14	3,500.00	12,078.60	

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COMMITTEE: CENTRAL AREA **REF NO:** CAC/22/02

DATE: 22 JUNE 2022

SUBJECT: FUNDING REQUEST: LOFTY HEIGHTS
EMERGENCY RELIEF PLAN

REPORT AUTHOR: JAMES TURNBULL

SENIOR OFFICER: JUSTIN JUPP

Short description of report content and the decision requested:

Lofty Heights CIC is seeking a total of £10,000 across all Area Committees. This report requests that the Central Area Committee considers allocating £2,000 to Lofty Heights CIC to enable the provision of urgent practical help to people on the outskirts of support agencies who have been severely impacted by the COVID-19 pandemic but are not eligible for funded support.

Lofty Heights CIC is a non-profit social enterprise based in Ipswich and supports vulnerable people across Suffolk to live safely at home with its decluttering, homeward bound and house clearance service.

List of Appendices included in this report:

- a) Appendix 1 - Completed Application Form

This report has been prepared by James Turnbull,

Tel: 01473 432227

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This report was prepared after consultation with:

Internal consultees

External consultees

Jaki Field, Operations Manager at Lofty Heights CIC

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

1. Item of business and issues for consideration

- 1.1 To consider the application of Lofty Heights and decide whether to agree to:
- i) Fund the total amount requested.
 - ii) Fund a lesser amount to the amount requested; or
 - iii) Not fund.
- 1.2 The Committee will make its decision based on whether the application meets the funding criteria and the funds available to the Committee.
- 1.3 This report requests that the Central Area Committee considers allocating £2,000 to Lofty Heights CIC to enable the provision of urgent practical help to people on the outskirts of support agencies who are not eligible for funded support. Any funding granted would be ringfenced and only used to support residents in Central Ipswich.
- 1.4 Lofty Heights CIC is a non-profit social enterprise based in Ipswich and supports vulnerable people across Suffolk to live safely at home with its decluttering, homeward bound and house clearance service. Between April 2021 and January 2022, Lofty Heights have received 157 referrals for the Ipswich area.
- 1.5 Through their Homeward Bound Service, Lofty Heights have uncovered a huge need for assistance in Ipswich, where they regularly witness high levels of deprivation and hoarding. This service brings Lofty Heights into the homes of people who need support to prevent their admission to Ipswich hospital, or to enable their discharge from hospital following a health crisis. Individuals supported are often hidden from the radar of all support agencies and it is this work that brings Lofty Heights into homes at the very start of people's tailspin – the point where their lifestyle becomes a danger to their welfare or when they are brought to hospital.
- 1.6 Lofty Heights have also been approached by individuals who are not eligible for funded support but have been severely impacted by the Covid-19 pandemic. This project would provide any help required by disadvantaged 'between the cracks' Ipswich residents, with Lofty Heights carrying out checks to ensure that alternative funding is not available and that any prospective work would not be the remit of another statutory agency.
- 1.7 Lofty Heights have reported that a lot of support was taken away during the pandemic and has not returned since, such as cleaning services. Lofty Heights are frequently finding homes that cannot return to their regular cleaning service because their homes are too dirty or disorganised for regular cleaning to recommence. Due to visits inside the home being banned by many agencies during the pandemic, the reality of what has been happening behind closed doors has only recently come to the fore, which has a direct impact on the cost/time needed to declutter the properties in question.
- 1.8 Food shortages and reliance on food parcels has caused clutter problems for households with many individuals stockpiling items out of anxiety. Clutter has been caused by food parcels, as they contain many items that households do not use, such as pasta and rice for older people, tinned vegetables for the younger recipients.

- 1.9 The pandemic has also contributed to a crisis of stockpiled rubbish and bulky items, and inequality of access to waste disposal which poses a serious risk to the environment and the community. Lofty Heights have found that there is an issue with elderly or disabled people being unable to dispose of bulky items they are unable to take them outside for collection.
- 1.10 Lofty Heights plans to use this funding against work that would require a maximum of a single day but would focus on smaller jobs that would take half a day or less where possible to allow capacity to support more people. This would therefore promote value for money and would allow Lofty Heights to support a minimum of 58 people (11.6 individuals per area) across all five areas of Ipswich.
- 1.11 Services would include loft emptying, shed/garage clearance, small handyman tasks, removing clutter to charity for donation, garden clearance and preparation for medical/safety equipment to be installed.

2. Links to Area Action Plan

- 2.1 Department for Levelling Up, Housing & Communities - Domains of Deprivation:
- **Health and Disability**, which is an area action plan priority
 - Living Environment
- 2.2 Building a Better Ipswich underlying principles:
- **Safe Communities**, which is an area action plan priority
- 2.3 Other
- Pride in our Neighbourhood

3. Financial implications

3.1

Description of expenditure	Cost (£)
Staffing Costs: Declutter Operatives, for a team that consists of two members of staff and their van. 235 hours @ £12ppph = £5,640 Assessments by a Declutter Officer 30 hours @ £15ph = £450	£6,465 (Requested from IBC)

<p>Admin time: including detailed signposting for support, finance and care needs provision – this also ensures that persons able to fund work themselves do not receive subsidies. Also include follow up feedback calls to review benefit of the work carried out and feedback on Area Committee’s funded project</p> <p>25 hrs @ £15ph = £375</p> <p><i>(Match funding for an additional 40.6 people would equate to £4525.50 of costs)</i></p>	<p>£4,525.50 (Covered by match funding)</p>
<p>Travel Costs (including fuel and maintenance):</p> <p>This will include Trade permits for parking at £30 per 5 tickets. Tickets could be required for each assessment and subsequent work visit. It cannot be quantified until referrals and work are completed.</p> <p>Based on 58 jobs = £696</p> <p>Fuel and maintenance using the costing 45p per mile equates to 380 miles per month as an average = £2054</p> <p><i>(Match funding for an additional 40.6 people would equate to £1925 of costs)</i></p>	<p>£2,750 (Requested from IBC)</p> <p>£1,925 (Covered by match funding)</p>
<p>PPE and supplies</p> <p>Required for all sorts of Jobs: Suits for dusty/unsanitary environments Plastic sheeting required for loft empties, along with PP3 silicon masks with charcoal filters for glass fibre protection Gauntlet gloves for bramble and hedgerow protection. Goggles and headgear for hedge cutting, we hold supplies but wear and tear may require replacements. Bin bags for rubbish Boxes for storage Cleaning equipment</p> <p><i>Matching funding would increase this cost by £210 to incorporate the additional 40.6 persons</i></p>	<p>£300 (Requested from IBC)</p> <p>£210 (Covered by match funding)</p>

Marketing	£100 (Requested from IBC)	
<i>£70 for match funding uplift</i>	<i>£70</i> (Covered by match funding)	
Dedicated waste disposal For emergency waste needs (could be costed against bulky waste collection if not free)	£385 (Requested from IBC)	
<i>Additional £269.5 required from match funding for additional persons</i>	<i>£269.50</i> (Covered by match funding)	
Total project costs	£17,000	
Total requested from Area Committees	South West	£2,000
	North West	£2,000
	Central	£2,000
	South East	£2,000
	North East	£2,000

- 3.2 There is £12,078.60 remaining unallocated in the committee's budget, which is available to fund grant applications.
- 3.3 Lofty Heights has committed £5,000 from their Breathing Space and Household Support Grants and £2,000 from their Household Support Grant towards this project.
- 3.4 Ipswich Borough Council Economic Development provided project funding of £9,500 to Lofty Heights in September 2019 towards a NEET (Not in Education, Employment or Training) programme for young people.
- 3.5 Lofty Heights propose to support an additional 40.6 individuals through their match funding.

4. Legal Implications

- 4.1 The Council has the power to make grants to community projects through the Area Committees. The Area Committees have delegated Executive powers and devolved budgets.
- 4.2 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.
- 4.3 Lofty Heights is a registered Community Interest Company (company no. [08041855](#)), and has provided its constitution, named officers, proof of bank account, year-end accounts, safeguarding policy and business plan.

5. 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)
Risk of Coronavirus infection through contact in proposed activities or area being put into local lockdown.	Covid-19 illness to staff / volunteers / clients	Measures as described in Government guidance at time (if still in place)	2	3
Actions to mitigate risk	Lofty Heights and any partners are required to follow the Government guidance pertaining to all relevant activities and events current at the time of delivery.			

6. Options

- 6.1 Option 1 – Approve allocation of funding of £2,000 to Lofty Heights CIC to enable the provision of urgent practical help to people on the outskirts of support agencies who are not eligible for funded support.
- 6.2 Option 2 – Approve allocation of less than £2,000 as contribution to the same.
- 6.3 Option 3 – Do not fund.

7. Record of Decision taken

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8. Exemption from call in (if applicable)

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

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Signed.....

Chair of the Central Area Committee

Appendix 1 - Area Committee Funding Application

PART 1 - Overview

Short description of your project (Max 60 words)

It's been proven that COVID increases the health and financial inequalities for all. In Ipswich there are some of the most deprived areas in the county and country. It is a simple fact that here, in Ipswich, that divide has been felt most strongly.

This funding application would be a preventative measure to support disadvantaged people that we have identified as 'between the cracks' cases across all five areas, ensuring that funds are ringfenced for each individual area so that the residents of each area get the whole benefit of the award. We are often approached by customers who are not eligible for funded support but have been severely impacted by the Covid-19 pandemic. This would allow us to provide urgent practical help to people on the outskirts of support agencies.

Through our work with the NHS and ACS we have found terrible deprivation and some of that has been shocking. Ipswich is home to some of the worst hoarding that we have ever seen. Our Homeward Bound Service, contracted by Ipswich and East CCG, has brought us into the home of people so far hidden from the radar of all support agencies. It is this work, that brings us into homes at the very start of people's tailspin, the point where their lifestyle becomes a danger to their welfare, the point when they are brought to hospital, that makes us ideally placed to make a real difference. It is here, at crisis point, that we meet people suddenly thrust into a caring role, or at breaking point and finally ready to admit that they need help and have needed help for some time.

We request £2K from each committee

Amount of funding requested

£10k

PART 2 - About your group

Name of Organisation/Group:

Lofty Heights CIC

Address:

Brightspace

160 Hadleigh Road

Ipswich

IP2 0HH

Name of person completing application:

Jaki Field

Contact Address (if same as above leave blank):

Telephone Number:

E-mail Address:

Type of organisation:

Constituted Group	Charity	Community Interest Company	Not for Profit	Private company
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Charity Number:

(if applicable)

Company Number:

(if applicable)

08041855

Date organisation established:

June 2012

What does your organisation do? Please outline the vision, values and main activities:

(Max 500 words)

Lofty Heights CIC is a non-profit social enterprise based in Ipswich and supports vulnerable people across Suffolk to live safely at home with our decluttering, homeward bound and house clearance service.

We have become specialists in the decluttering industry, helping to support disadvantaged individuals, many of which suffer with hoarding disorder, those that have chaotic lifestyles, mental and physical health and those suffering self-neglect.

We use these skills through our contracts with the West Suffolk and Ipswich and East Suffolk CCGs for our Homeward Bound Service. This provides help to move furniture, make space and carry out targeted cleans to enable people to be discharged from hospital and return to their homes, freeing up vital and costly hospital bed spaces. Lofty heights also specialise in preventative measures for people in the community to prevent admissions to hospitals.

Hoarding can present many significant problems, some of which include:

- When the amount of clutter becomes a risk and interferes with everyday living, for example, the person is unable to use their bedroom, kitchen or bathroom and cannot access rooms
- When the clutter is causing significant distress or negativity affecting the quality of life of the person or their family, for example, they become upset if someone tries to clear the clutter and their relationship fails or worst, they become homeless due to eviction.

Lofty Heights specialise in making homes safer by sensitively decluttering, deep cleaning and organising belongings and living spaces to support our customers to live safer, healthier lives in the comfort of their own homes.

Our services are available to everyone, no matter how big or small a job maybe and our social impact is measured in the following ways:

Collaborative Impact – We work closely with the NHS, Local Authorities, Charities and Housing Associations. Our work with ACS and the NHS has brought us into contact with a huge cross section of society and there is a huge need for decluttering on a variety of scales. These decluttering skills extend out to small targeted jobs that are so hard to get help with, things like: empty lofts, garages and sheds. Garden clearances are a priority as they can dramatically reduce the risk of doorstep fraud, harassment and potential cuckooing.

Recycling and reclaiming – We address furniture poverty by sourcing items of furniture through donations and where possible sharing these with customers who have a clear need but lack the affordability of purchasing such items.

Educate and inform – Lofty Heights provides training and guidance sessions to educate partner organisations and communities on how to help vulnerable adults.

We are passionate about helping people and this fund would support Lofty Heights to continue to focus on being preventative and break the cycle before it becomes a much bigger and expensive issue for the local authorities.

Does the organisation/group have a recognised governing document e.g. constitution, memorandum etc.?

Yes ☒ (please attach) No ☐

Does the organisation/group have a committee with at least three members?

Yes ☒ No ☐

Does the organisation have a bank account in the organisation/group's name?

Yes ☒ No ☐

Has your group/organisation previously received Area Committee funding for the same or similar project in the last 3 years? Yes ☐ No ☒

If yes, please provide the amount and date received:

Date	Amount (£)

Are you registered on **InfoLink**? If not, think about joining the single directory for Community & Voluntary Sector services and groups in Suffolk. It's quick and free to register. Find out more here.

<https://infolink.suffolk.gov.uk/>

Yes

PART 3 – Why is your project needed?

What is the need for your project? Who will be helped?

Please relate this to the relevant [Area Committee Action Plan](#)

Through our Homeward Bound Service, we have uncovered a huge need for assistance throughout Suffolk but quite prevalent in Ipswich, in all five locality areas. Our Homeward Bound service brings us into the homes of people who need support to prevent their admission to Ipswich hospital, or to enable their discharge from hospital following a health crisis. This point can be pivotal in a person's wellbeing, it is often the first realisation that things have got out of hand. We are also high on the radar for ACS, housing and Suffolk Family Carers, who will ask us to assess homes that have been flagged as potential safeguarding risks. Our close partnership working with Suffolk Family Carers, Suffolk Carers Matter, REACT, British Red Cross, PALs, and targeted support like SSAFa, puts Lofty Heights on the frontline.

Healthy Communities: CAC, NEAC, NWAC, SEAC, SWAC

We are currently working with the Sheltered Scheme managers to help sheltered tenants regain control of their properties. Much support was snatched away in the first lock down and much of it has not returned yet. Cleaning services stopped abruptly and now we are finding homes that cannot return to their regular cleaning service because their homes are too dirty or disorganised for regular cleaning to recommence. This is exacerbated by the fact that visits inside the home were banned by so many agencies and therefore the reality of what was happening behind closed doors have only recently come to fruition, this has a direct impact on the cost/time now needed to declutter the properties in question.

The food shortages and reliance on food parcels has also caused clutter problems with people stockpiling items out of anxiety but also because many food parcels contained items that people didn't like. Pasta and rice for older people, tinned vegetables for the younger recipients.

Lofty heights are also launching a pilot scheme on the 14th February called the Hoarding, relapse and Prevention Programme, working with specific customers that have been recognised as a repeat hoarder. The programme will provide up to 15 customers with a personalised counselling support programme that will run adjacent to the service in which we deliver through our decluttering work.

Health and Disability: ALL

With waste disposal also being an ever-increasing issue, Lofty heights is often faced with stockpiled rubbish and bulky items that have amassed to a crisis point and, on many occasions, pose a serious risk to the environment and the community. There is an issue with elderly people being able to dispose of bulky items through the differing council collection services, mainly because these will only be collected from outside and elderly or disabled people are unlikely to be able to do this and Lofty Heights is becoming very concerned about the inequality of access to waste disposal, especially for those who are unable to dispose of their items by attending a dedicated recycling centre.

Safe Communities: CAC, NWAC, SEAC, SWAC

Cluttered gardens are a key indicator for doorstep crime. It is a visual sign that the person inside a property is vulnerable and does not have a strong family network for support. These visual clues can attract criminals, scammers and county lines gangs. They are also a source of frustration and resentment and result in neighbour disputes and complaints to the Environmental Health and Housing.

Living Environment and Pride in our Neighbourhood: NEAC, NWAC, SEAC, SWAC

A positive outlook is very hard to maintain in a chaotic home. It impacts the health and wellbeing of the person but also their neighbours. Homes that look dingy, are unkempt, that have household items stacked outside can be an eyesore to the whole neighbourhood but they are also a clear indicator of mental health issues, loneliness and people struggling to care for themselves.

Clutter can also impact access to maintain or improve homes such as heating repairs or property maintenance, when safe access is required by multiple agencies.

All of these issues impact every area of people's lives but they come to a head when people have a medical or mental health crisis. The adverse effect of this crisis is that it can impact on vital medical equipment not being installed, mobility aids not being fitted, and carers refusing to enter the property for their own personal safety until the conditions found are resolved.

This will often result in a need to move to a home more suited to the newly established needs of the person but little help is available to assist with moving, for example emptying lofts, sheds etc. which is often an overwhelming task.

What evidence do you have of this need?

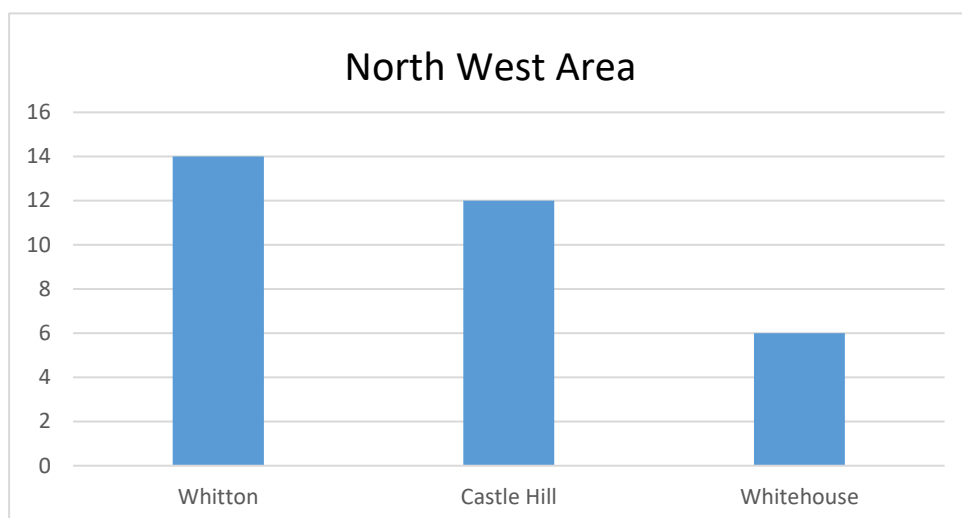
Please include results of any consultation

We can evidence the need from the 157 referrals and enquiries that we have received this year, this is from April 2021 to January 2022 and is not a whole year.

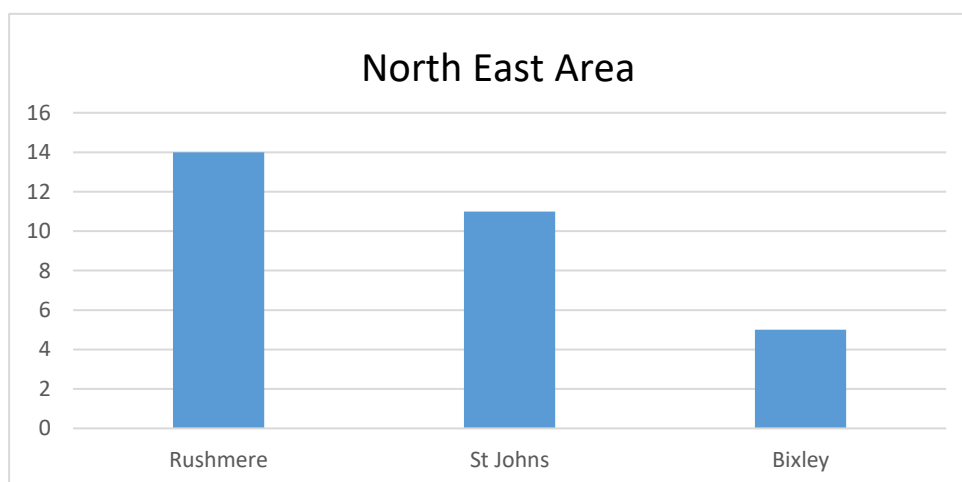
We have experienced the need via our Homeward Bound Service. This service brings us into the homes of many people living under the radar of ACS and other support agencies. It also brings us into contact with carers that may have never registered officially as a carer.

We have recently been working to support two residents in Walton House and the information received from the manager indicates that there is somebody in need of our services in every one of the 15 schemes run by IBC, we are following up this conversation with the whole team. We are currently carrying out this work under our Household Support Grant provided by Suffolk Community Foundation, this closes on 31/3/22.

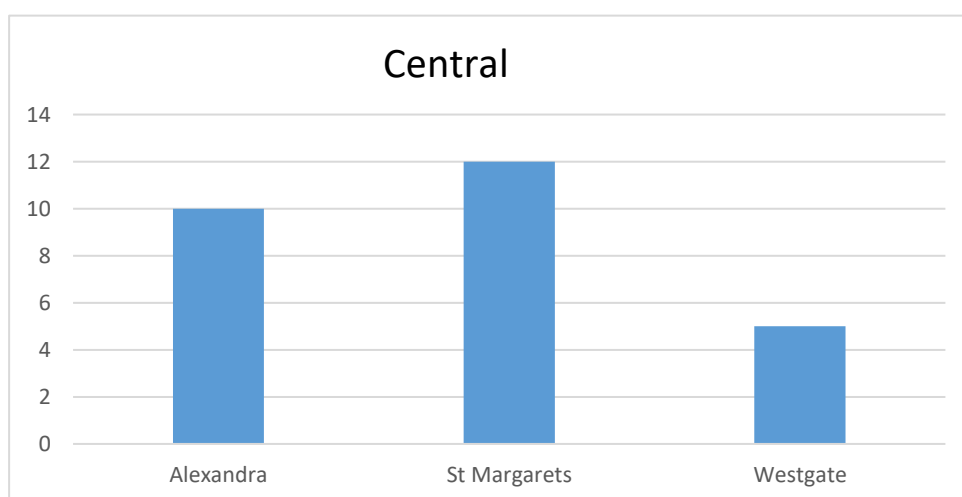
Three years ago we received £2,000 worth of funding from IBC Communities Fund. The subsequent planned project was cancelled and after discussion with the Ipswich team we used this funding as an emergency pot. This was hugely successful, we emptied a loft for a lady with mobility issues, cleared a garage to provide storage for a mobility scooter and provided a day's clean for a recovering addict, a mini garden makeover, and moved bulky waste items outside for two elderly people.



North West Ipswich referrals to Lofty Heights for period April 2021 to January 2022



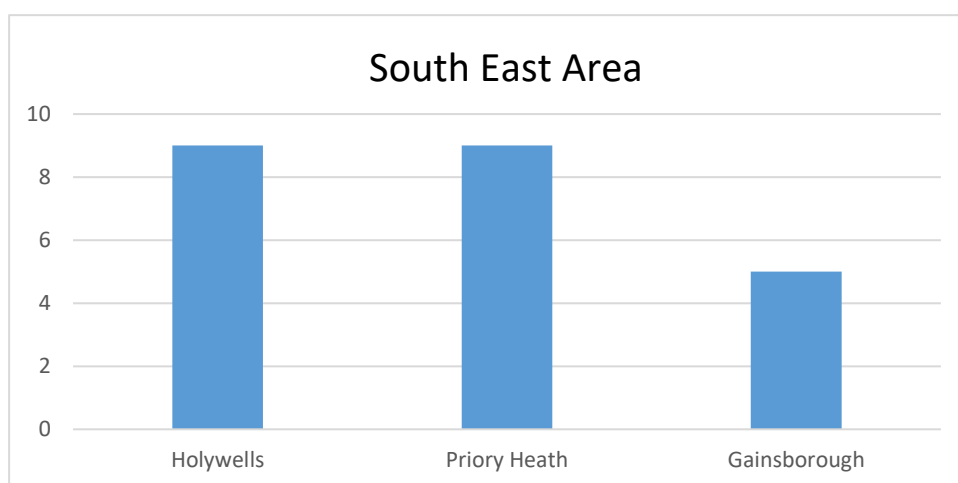
North East Ipswich referrals to Lofty Heights for period April 2021 to January 2022



Central Ipswich referrals to Lofty Heights for period April 2021 to January 2022



South West Ipswich referrals to Lofty Heights for period April 2021 to January 2022



South East Ipswich referrals to Lofty Heights for period April 2021 to January 2022

PART 4 – How will your project work?

Please describe your project and how it meets the need (max 500 words)

Ipswich Emergency Relief Plan, would enable Lofty heights to provide any help required by Ipswich residents. We would carry out checks to ensure that alternative funding is not available and that the work is not the remit of a statutory agency, meaning that IBC would not be subsidising ACS, NHS or other housing associations, and that the residents would not be able to fund this themselves.

We would plan to use this funding against work requiring a maximum of a single day, but our focus would be on smaller jobs that would take a half day or less where possible and allow us to use this funding to support more people. This would therefore promote value for money and would allow Lofty Heights to support up to a maximum of 58 people across all five areas.

Our Match funding would add an additional 40.6 people

We would include:

Loft emptying

Shed/garage clearance

Small handyman tasks

Removing clutter to charity for donation

Garden Clearance

Preparation for medical/safety equipment to be installed

What risks have you identified for your project and how will you manage them?

There is no risk associated with this project that is not already covered through our rigorous risk assessment process. Each job would require a maximum of two people and therefore any staff shortages would be mitigated by utilising other members of the workforce.

Referrals to our service remain strong and we work with a plethora of referral partners, all of which would welcome the additional support for those customers not deemed eligible for funding.

Does the organisation/group have a safeguarding policy in place?

Yes ☒ (please attach) No ☐

Not applicable ☐

How many beneficiaries will benefit from the project?

58 people as a minimum figure, across all areas, that becomes 11.6 people for each individual area in Ipswich. Monies will be ringfenced so that area money does not subsidise residents in neighbouring areas.

How will potential beneficiaries be made aware of the project?

Lofty Heights has a strong following of referral partners that have identified individuals not eligible for funding that would feed directly into this funding, example Suffolk Family Carers.

We would also advertise our support package through social media, our website www.lofty-heights.org and whilst taking an enquiry from an individual rather than a referral agency.

How will your project affect people from different backgrounds? Have you considered how to make your project fair for everyone in relation to the Equality Act of 2010?

Lofty Heights services are open to all and through our generalised marketing platforms such as Facebook and through local advertisements for example within the Housing News Magazine and local parish newsletters, we aim to ensure that everyone within the community is made available of the support service available.

Please describe how you will minimise the environmental impact of your project

Lofty Heights takes waste clearance very seriously and all of the staff work incredibly hard to minimise the impact on the environment through the following measures:

Furniture and items of use – We have a strong relationship with many charitable organisations who take furniture and bric-a-brac as donations.

Recycling – Any items that can be recycled such as scrap metal as an example is taken to a dedicated recycling centre for disposal.

Any disused wood is often donated to Genesis Orwell Mencap to fuel their furnace and help to reduce the cost of such fuel.

General Waste – This is either brought back to our head office and disposed in a dedicated skip or collected onsite where we have allocated a suitable waste disposal solution depending on the size of the job.

All of these measures significantly reduce the impact of on the environment and reduce the amount of waste that is sent to landfill.

PART 5 – Costs & Funding

Please provide a breakdown of project costs and enclose quotations from suppliers where applicable:

Description of expenditure	Cost (£)
Staffing Costs	<p>£6,465</p> <p>Declutter Operatives</p> <p>235 hours @ £12ppph for a team that consists of two members of staff and their van.</p> <p>Assessments by our Declutter Officer</p> <p>30 hours @ £15ph</p> <p>Admin time: including detailed signposting for support, finance and care needs provision – this also ensures that persons able to fund work themselves do not receive subsidies. Also include follow up feedback calls to review benefit of the work carried out and feedback on Area Committee’s funded project</p> <p>25 hrs @ £15ph</p> <p>(Match funding for an additional 40.6 people would equate to £4525.50 of costs)</p>
Travel Costs (including fuel and maintenance)	<p>£2,750</p> <p>This will include Trade permits for parking at £30 per 5 tickets. Tickets could be required for each assessment and subsequent work visit. It cannot be quantified until referrals and work are completed.</p> <p>Based on 58 jobs - £696</p> <p>£2054 for fuel and maintenance using the costing 45p per mile equates to 380 miles per month as an average.</p> <p>(Match funding for an additional 40.6 people would equate to £1925 of costs)</p>
PPE and supplies £300	<p>Required for all sorts of Jobs: Suits for dusty/unsanitary environments</p>

Matching funding would increase this cost by £210 to incorporate the additional 40.6 persons	Plastic sheeting required for loft empties, along with PP3 silicon masks with charcoal filters for glass fibre protection Gauntlet gloves for bramble and hedgerow protection. Goggles and headgear for hedge cutting, we hold supplies but wear and tear may require replacements. Bin bags for rubbish Boxes for storage Cleaning equipment
Marketing £70 for match funding uplift	£100
Dedicated waste disposal Additional £269.5 required from match funding for additional persons	£385 for emergency waste needs (could be costed against bulky waste collection if not free)
Total project costs	£17,000
Total amount requested from Area Committee	£10,000

Please attach any quotations obtained for large purchases

How will any remaining costs be met?

Lofty Heights have already committed £5,000 from our Breathing Space and Household Support Grants. We have also ringfenced a further £2000 from our top up Household Support Grant which was based on the need that we were able to present to Suffolk Community Foundation.

Please show in the table below how much funding you have already secured or are currently applying for towards the project:

Name of Funder	Amount of funding requested	Granted (yes/no)	Waiting for outcome (yes/no)
N/A			

How will the project be sustained after the funding has been spent?

Lofty Heights continues to seek funding for ongoing needs like the ones identified here. We do not intend for this to become a regular service but we do intend to seek funding to provide this kind of emergency help. The variety of funding options may mean that we would have to work within other locality/circumstantial restrictions that cannot be predicted until appropriate grants are opened and applied for.

PART 6 – Supporting Information

Please attach your supporting documents as appropriate to your application

All Grants

- ☒ Recognised governing document e.g. constitution, memorandum, Charity or Community Interest Company registration etc.*
- ☒ Proof of bank account in the name of the organisation (e.g. bank statement or letter) *
- ☐ Results of consultation (if applicable)
- ☒ Safeguarding policy (if applicable)
- ☐ Quotations for project costs (if applicable)

Medium & Large Grants (£1,000 over)

- ☒ Yearend accounts *

If no yearend accounts are available (for instance if you are a new group), please provide a copy of your accounts to date and a scan of your latest bank statement

Large Grants (£5,000 and over)

- ☒ Business plan or similar document setting out your plan to sustain your organisation & project.*

* required, as appropriate to grant size.

PART 7 – Monitoring your success

The Area Committee will require progress reports during the life of the project, what methods will the organisation use to measure success of the project?

Lofty Heights will internally measure and complete a monthly report with specific focus on the number of customers identified eligible for the funding, the number of jobs undertaken and their duration and the demographics to show the areas in which these jobs have been completed.

Each quarter a report will be shared with the Area Committee (unless instructed differently) to report on the above data sets and also anything specific the committee wish to see within the report.

At the end of the project/funding an end of funding assessment will be completed to show the value added and social impact the funding has had along with total participants, costing and demographics.

PART 8 – Terms & Conditions

Any misleading, incorrect statement, or fraudulent action or statement at any stage of the application process, whether deliberate or accidental, may render the application invalid and require the repayment of Area Committee Funding in full if paid or the withdrawal of the Area Committee Funding offer.

Applications found to be fraudulent will be reported to the police.

The Area Committee Funding will be used for the purpose set out in the approved report or as amended with the agreement of the Area Committee and the applicant organisation.

Any Area Committee Funding awarded will not be increased in the event of an over spend.

Applicants should note that the award must be acknowledged as Ipswich Borough Council Area Committee Fund and must comply with any reasonable requests relating to publicity.

Any organisation awarded Area Committee Funding shall be subject to monitoring, which could involve site visits and the collection of statistics.

The applicant will forward to the Communities Team, performance information within 6 months or on completion of the project. Failure to submit this information may render the applicant ineligible for further Area Committee Funding and may be asked to repay the funding in part or full.

We confirm that all staff / volunteers working with children, young people or vulnerable adults have had the relevant DBS checks completed (applicable where appropriate).

Area Committee monitoring and evaluation helps us to ensure that funding is spent in accordance with Area Committee guidelines. You will be sent a link to an online form following the completion of your project, or bi-annually until your project is complete.

Please note that your declaration confirms that you have read and accepted the terms and conditions for Ipswich Council Area Committee Funding.

We require the signatures of two people authorised to sign on behalf of your group (that are not directly related to each other).

Signatures

We, the undersigned, on behalf of the applicant organisation/group understand and agree that:

- We are authorised to complete this application on behalf of our organisation/group.
- We have the power to accept the Area Committee funding awarded to our organisation/group subject to the terms and conditions listed and the power to repay the Area Committee Funding in the event of any funding condition not being met.
- This funding application falls within the objectives of our group or organisation.
- All staff / volunteers working in a position of trust with children, young people or vulnerable adults have had the relevant DBS checks completed.

Signed by authorised signatory (1):	Signed by authorised signatory (2):
<p>Date: [REDACTED]</p> <p>Name: [REDACTED]</p> <p>Position: <u>Operations Manager</u></p>	<p>Date: <u>15/02/2022</u></p> <p>Name: [REDACTED]</p> <p>Position: <u>CEO</u></p>

Please return your completed form to the Community Engagement team at Ipswich Borough Council:

e: communities@ipswich.gov.uk

James Turnbull,

t: 01473 432224 e: james.turnbull@ipswich.gov.uk

Sloane Potter,

t: 01473 432225 e: Sloane.potter@ipswich.gov.uk

Laura Cooledge,

t: 01473 433273 e: laura.cooledge@ipswich.gov.uk

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10

COMMITTEE: CENTRAL AREA **REF NO:** CAC/22/03

DATE: 22 JUNE 2022

SUBJECT: FUNDING REQUEST – EMMAUS SUFFOLK
WELLBEING HUBS

REPORT AUTHOR: JAMES TURNBULL

SENIOR OFFICER: JUSTIN JUPP

Short description of report content and the decision requested:

Emmaus Suffolk is seeking funding of £4,320 to expand its Wellbeing Hubs in the centre of Ipswich. The project supports individuals in the community that are experiencing social isolation, poor mental health, and difficulties with unemployment.

The Wellbeing Hub for central Ipswich started in Sailmakers, but Emmaus Suffolk is looking to expand into another venue, The Great White Horse Hotel on Tavern Street, due to current capacity being met. The hubs offer free activities incorporating music, employability skills, art, cookery and creative sessions.

List of Appendices included in this report:

- a) Appendix 1 - Completed Application Form

This report has been prepared by James Turnbull,

Tel: 01473 432227

Email: james.turnbull@ipswich.gov.uk

This report was prepared after consultation with:

Internal consultees

External consultees

Claire Staddon, Chief Executive of Emmaus Suffolk

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

1. Item of business and issues for consideration

- 1.1 To consider the application of Emmaus Suffolk and decide whether to agree to:
- i) Fund the total amount requested;
 - ii) Fund a lesser amount to the amount requested; or
 - iii) Not fund any amount
- 1.2 The Committee will make its decision on the basis of whether the application meets the funding criteria and the funds available to the Committee.
- 1.3 Emmaus Suffolk is a charity which works with vulnerable, socially isolated people and those at risk of homelessness across the county. Its ambition is to introduce to Suffolk new ways of tackling entrenched homelessness, isolation and unemployment.
- 1.4 Emmaus Suffolk is seeking funding of £4,320 to expand its Wellbeing Hubs in the centre of Ipswich. The project supports individuals in the community that are experiencing social isolation, poor mental health, and difficulties with unemployment.
- 1.5 The Wellbeing Hubs operate in two key areas of Ipswich; the Sailmakers Workshop in the town centre and at the Royal Oak on Felixstowe Road. The Wellbeing Hub for central Ipswich started in Sailmakers, but Emmaus Suffolk is looking to expand into an additional venue, The Great White Horse Hotel on Tavern Street, due to current capacity being met. The hubs offer free activities incorporating music, employability skills, art, cookery, and creative sessions.
- 1.6 In a year of the Wellbeing Hubs, Emmaus Suffolk expects to work with 250 individuals, and deliver 150 sessions, with over 500 hours of arts and therapeutic support for the individuals supported.
- 1.7 Emmaus Suffolk receives no statutory or core funding and generates over 50% of its income through its Retail and Community Café social enterprises. For areas of its work that cannot generate funds, it applies for grants and carries out localised fundraising.

2. Links to Area Action Plan

- 2.1 Domains of Deprivation:
- **Education, Skills and Training**, which is an area priority

3. Financial implications

- 3.1 There is £12,078.60 remaining unallocated in the committee's budget, which is available to fund grant applications.
- 3.2 The table below shows the breakdown in costs:

Description of expenditure		Cost (£)
Craft Materials – fabric, pens, paper, paints, furniture upcycling paints etc.		3,000
Utilities (5%)		800
Refreshments – Tea, coffee, biscuits (£10 per session x 52)		520
Staffing		17,500
Rent		10,000
Total project costs		£ 31,820
Total amount requested from the Area Committee	North West	
	South West	
	Central	£ 4,320
	North East	
	South East	

- 3.3 Emmaus Suffolk has received £20,000 in funding from Reaching Communities that will be used for staff costs, and it has reserves that will cover the cost of the rent.
- 3.4 Area Committee funding is being requested for the remaining elements, which are the craft materials, 5% of utilities costs, and refreshments.
- 3.5 Emmaus Suffolk previously received Area Committee funding in September 2019, totalling £10,000 from all five areas, to subsidise costs of travel and food parcels for its volunteers.
- 3.6 **The total amount requested from Central Area Committee is £4,320.**

4. Legal implications

- 4.1 The Council has the power to make grants to community projects through the Area Committees. The Area Committees have delegated Executive powers and devolved budgets.
- 4.2 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.

- 4.3 Emmaus Suffolk is a registered charity ([1128051](#)) and has provided its articles of association, annual accounts, a named bank account and safeguarding policy, as required by the Area Committee Funding Guidelines.

5. 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)
Risk of Coronavirus infection through contact in proposed activities	Covid-19 illness to clients or staff	Measures as described in Government guidance at time	2	3
Actions to mitigate risk	Emmaus Suffolk is required to follow the Government guidance pertaining to all relevant activities current at the time of delivery.			

6. Options

- 6.1 Option 1 – Approve allocation of funding of £4,320 to Emmaus Suffolk to support a Wellbeing Hub in the centre of Ipswich.
- 6.2 Option 2 – Approve allocation of less than £4,320 as contribution to the same.
- 6.3 Option 3 – Do not fund.

6. Record of Decision taken

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7. Exemption from call in (if applicable)

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

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Signed.....

Chair of the Central Area Committee

Appendix 1 - Area Committee Funding Application

PART 1 - Overview

Short description of your project (Max 60 words)

We are seeking funds to expand ours Wellbeing Hubs in the centre of Ipswich opening a new venue in The Great White Horse Hotel. The project supports individuals in our community setting that are experiencing social isolation, experiencing poor mental health, coupled with low incomes and unemployment. We developed this project in direct response to the Covid-19 Pandemic and the significant detrimental impact it has had on the communities where we operate. The Wellbeing Hubs started in Sailmakers but due to reaching room capacity we have found an additional venue on the main high street. Hubs offer free activity sessions incorporating music, employment skills and creative sessions.

Amount of funding requested

£4320

PART 2 - About your group

Name of Organisation/Group:

Emmaus Suffolk

Address:

216 Dales Road, Ipswich IP1 4JY

Name of person completing application:

Claire Staddon

Contact Address (if same as above leave blank):

Telephone Number:

E-mail Address:

Type of organisation:

Constituted Group	Charity	Community Interest Company	Not for Profit	Private company
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Charity Number:

(if applicable)

1128051

Company Number:

(if applicable)

06686196

Date organisation established:

2009 but delivering services from 2016

What does your organisation do? Please outline the vision, values and main activities:

(Max 500 words)

Emmaus Suffolk is a charity which works with vulnerable, socially isolated people and those at risk of homelessness across the county. Our ambition is to introduce to Suffolk new ways of tackling entrenched homelessness, isolation and unemployment. We do this by enabling and empowering people to help themselves through meaningful activity in our Wellbeing hubs and social enterprises that will benefit both themselves and others.

The objectives of Emmaus Suffolk are to alleviate and provide relief from poverty, hardship and distress arising therefrom, we operate in conformance with the principles of the Emmaus Movement. Emmaus Suffolk is an independent local charity and a member of the international Emmaus federation. Emmaus Suffolk opened its first social enterprise in 2016, we currently have 15 full time equivalent employees and 6 on our board of Trustees.

OUR SERVICES

We purposely deliver a range of services to create a broad offer for individuals in need including:

- Drop in Wellbeing Hubs in Ipswich and Felixstowe offer beneficial creative activities for the beneficiaries.
- Providing volunteering and employment opportunities in our range of social enterprises.
- Micro Supported Housing offer embedded in the local community, currently we have accommodation for seven individuals.

This variety offers choice and control to individuals with the purpose of developing their skills to enable them to gain employment in the future and a sense of self-worth and dignity through having a self-supporting life.

Through offering volunteering roles within our social enterprises, we provide business opportunities and experience to give people the chance to rebuild their lives in a supportive enduring environment with related tasks through a work framework.

Over 50% of our workforce has been recruited from our service users. We work in partnership with other local service providers working in the sector; we tend to operate at the “prevention” end of the homelessness spectrum, in that we aim to make interventions to prevent people becoming homeless in the first instance.

Emmaus Suffolk receives no statutory or core funding and generates over 50% of its income through its Retail and Community Café social enterprises. For areas of our work that can't generate funds we apply for grants and carry out localised fundraising. Our long-term ambition is to generate 85% of our own income through trading, providing choice and access to good quality furniture and household goods for both low-income families and the wider community, reducing landfill and improving local recycling.

Does the organisation/group have a recognised governing document e.g. constitution, memorandum etc.?

Yes ☒ (please attach) No ☐

Does the organisation/group have a committee with at least three members?

Yes ☒ No ☐

Does the organisation have a bank account in the organisation/group's name?

Yes ☒ No ☐

Has your group/organisation previously received Area Committee funding for the same or similar project in the last 3 years? Yes ☐ No ☒

If yes, please provide the amount and date received:

Date	Amount (£)

Are you registered on **InfoLink**? If not, think about joining the single directory for Community & Voluntary Sector services and groups in Suffolk. It's quick and free to register. Find out more [here](#).

PART 3 – Why is your project needed?

What is the need for your project? Who will be helped?

Please relate this to the relevant [Area Committee Action Plan](#)

Education, skills and Training

- Supporting those experiencing complex and multi-layered social isolation
- Supporting those with mental health and wellbeing related issues
- Creating a sense of belonging with the Emmaus Suffolk approach
- Participants will report a reduction in social isolation
- Participants will have access to a community and build a resilient social network
- Participants at risk of homelessness, serve mental health issues and long term-unemployed will gain new skills and experiences.

Overall, Suffolk is becoming more disadvantaged and experiencing increased levels of social deprivation. Between 2007-2010, 13% more neighbourhoods became more deprived than those which had become less deprived. Between 2010 -2015, 38% more neighbourhoods declined than improved. Of the 75,000 people in Suffolk experiencing income deprivation, 54,000 (72%) live in urban areas and 21,000 (28%) live in rural areas.

Three aspects of deprivation which have been constantly more concentrated in Suffolk since 2007 relate to: children's education, accessibility to services and housing quality. Suffolk is over-represented in England's most deprived 10% for these aspects of deprivation.

Other aspects of deprivation show sharp increases in deprivation include employment, education, housing quality and income in Suffolk. In addition, from our own research and working closely with our target groups we know that mental health coupled with increased social isolation has seen a significant increase as a direct result of the pandemic.

Our Wellbeing Hubs operate in two key areas of Ipswich in our Sailmakers Workshop in the town centre and at the Royal Oak on Felixstowe Road. In Ipswich our main Wellbeing Hub known as the Workshop has developed from a small offer in our first site in the west to a central offer in the town. Many, who have been most heavily impacted by the pandemic according to local research.

What evidence do you have of this need?

Please include results of any consultation

We have made considerable impact over the last year, we are working with more individuals than previously. Overall, we have accommodated 6 people, we have provided 398 volunteering and work opportunities. In addition, **85% of individuals we support have reported improvement in their mental health and wellbeing.**

Gary's Story:

Gary who joined Emmaus Suffolk as a volunteer in June 2016, after being referred from a local organisation who work with vulnerable marginalised adults. Gary was living in a tent after coming

to Ipswich from another county. Gary states that he had significant mental health issues and had lost interest in life, lost hope and was deeply depressed.

Since coming to Emmaus Suffolk, he has developed new skills and put into practice current skills that he had been unable to use, up to this point in his life. He feels the stability and choice has allowed him to grow as a person and allowed him to personally evolve. Gary moved into supported housing and has since secured an independent flat. Gary has also been employed as a casual worker at Emmaus Suffolk, and has signed off all benefits. Gary is also accessing local services in regard to exploring his identity.

PART 4 – How will your project work?

Please describe your project and how it meets the need (max 500 words)

In the last year we have worked with 500 individuals across all of the above service areas and we continue to see constant growth. We have seen a significant increase in service users we support really struggling with their mental health following multiple lockdowns. As we emerge from Covid-19 our services are already seeing an increase in demand by 50% compared to pre pandemic levels.

During the Covid-19 pandemic we suffered heavily like many charitable organisations. We responded exceptionally well, we pivoted our services dramatically and both maintained support for our service users whilst helping over 20 partner organisations service users. As a result our service offer has grown and developed during the pandemic along with our reputation and reach. This is a remarkable achievement and we're working hard to maintain this momentum, whilst meeting the challenging needs of our service users.

As an Emmaus Community our ambition is to become a self sustaining organisation through our trading activities. Prior to the pandemic we reached 52% of our income from trading, we are on the pathway to recovery in terms of our trading income. However, due to the extraordinary increase to the cost of living generally, we cannot predict how quickly our trading levels will recover.

As we have emerged from the pandemic we have identified that there is a real need to support our community in both Ipswich to recover from the pandemic and it's impact on exasperating social isolation, depression and poverty for the people we care about. It is in respect of this significant need we working to meet that we are requesting grant support for our Wellbeing Hub project.

The Community Well Being Hub Project offers daily sessions every week for individuals experiencing social isolation, who need a caring and welcoming community to spend time with. The Community Hubs offer a range of free opportunities including Music, Art, Singing, Arts and Craft, cookery, alongside drop in coffee and chat. Feedback has been extremely positive since re-opening and expanding this service from the beginning of 2022.

- 80% of service users asked feel less anxious about fears affecting them.
- 94 % of service users asked would recommend the Hub to others
- 86% of service users asked feel part of our Community
- 79% of service users asked feel it helps them to understand their feelings better.

"I find it easier to talk to strangers than previously. I have less anxiety generally."

"Emmaus Suffolk has helped with my confidence and interacting with other people, which I struggle with"

We are fortunate to have secured Reaching Communities Funding which has made significant contribution of £20,000 to deliver this project. The Reaching Communities funding supports our first two years of costs of delivering our Wellbeing hubs. However we run these services from our sites in Sailmakers and we are turning people away due to being at maximum capacity. We are currently in talks to gain a permanent larger town centre site enabling us to offer a wider range of activities.

What risks have you identified for your project and how will you manage them?

We have a robust health and safety risk assessment at our events and our Hub Co-coordinators are trained to manage challenging behaviour. The site is fully disability accessible and all staff are trained in First Aid.

Does the organisation/group have a safeguarding policy in place?

Yes ☒ (please attach) No ☐

Not applicable ☐

How many beneficiaries will benefit from the project?

The Wellbeing Hubs is an outreach gateway offer encouraging people to volunteer and participate by building trust. Since opening in Jan we have had 10 people start volunteering with us. We do not ask anyone to fill in forms when attending Hubs so we have little data on where they come from. We focus on building relationships from where we can gain more detailed info, identify and address hidden support needs and enable people to flourish.

- In a year of the Wellbeing hubs we expect to work with 250 individuals.
- Deliver 150 sessions of Wellbeing Hub activities.
- Deliver over 500 hours of arts and therapeutic support for the individuals we support.
- 50 individuals will receive 1:1 support to accelerate the improvement of their wellbeing and provide vital support for the most critically in need individuals.

How will potential beneficiaries be made aware of the project?

We promote our Hubs through our social media channels, through A5 leaflets and most significantly through word of mouth by our users. We share information with our partners through emails and newsletters and directly working with them.

How will your project affect people from different backgrounds? Have you considered how to make your project fair for everyone in relation to the Equality Act of 2010?

We are an open and inclusive organisation. We promote our services across a range of partner organisations offering free access to everyone.

Please describe how you will minimise the environmental impact of your project

We use donated goods where possible and we make all our purchases with local businesses.

PART 5 – Costs & Funding

Please provide a breakdown of project costs and enclose quotations from suppliers where applicable:

Description of expenditure	Cost (£)
Craft Materials – fabric, pens, paper, paints, furniture upcycling paints (recycled paint) etc	£3000 We buy recycled paint from a CIC in Cambridgeshire, which is water soluble and low odour.
Utilities (5%)	£800
Refreshments – Tea, coffee, biscuits.	£520 (£10 a session)
Staffing	£17,500
Rent	£10,000
Total project costs	£31820
Total amount requested from Area Committee	£4320

Please attach any quotations obtained for large purchases

How will any remaining costs be met?

Reaching communities fund has paid for the staff costs and we will use reserves for the rent.

Please show in the table below how much funding you have already secured or are currently applying for towards the project:

Name of Funder	Amount of funding requested	Granted (yes/no)	Waiting for outcome (yes/no)
Reaching Communities	20000	Yes	

How will the project be sustained after the funding has been spent?

Emmaus Suffolk has a range of social enterprises and over the next 5 years we are working on a full recovery plan that will see us earning 80% of our income from trading.

PART 6 – Supporting Information

Please attach your supporting documents as appropriate to your application

All Grants

- ☒ Recognised governing document e.g. constitution, memorandum, Charity or Community Interest Company registration etc.*
- ☒ Proof of bank account in the name of the organisation (e.g. bank statement or letter) *
- ☐ Results of consultation (if applicable)
- ☒ Safeguarding policy (if applicable)
- ☐ Quotations for project costs (if applicable)

Medium & Large Grants (£1,000 over)

- ☒ Yearend accounts *

If no yearend accounts are available (for instance if you are a new group), please provide a copy of your accounts to date and a scan of your latest bank statement

Large Grants (£5,000 and over)

- ☐ Business plan or similar document setting out your plan to sustain your organisation & project.*

* required, as appropriate to grant size.

PART 7 – Monitoring your success

The Area Committee will require progress reports during the life of the project, what methods will the organisation use to measure success of the project?

We use a robust cloud based CRM system called Charitylog to record attendance and outcomes of all our activities. Our Hub Co-ordinators record information at the end of each session and photos are taken though out and shared as long as we have written consent from participants.

PART 8 – Terms & Conditions

Any misleading, incorrect statement, or fraudulent action or statement at any stage of the application process, whether deliberate or accidental, may render the application invalid and require the repayment of Area Committee Funding in full if paid or the withdrawal of the Area Committee Funding offer.

Applications found to be fraudulent will be reported to the police.

The Area Committee Funding will be used for the purpose set out in the approved report or as amended with the agreement of the Area Committee and the applicant organisation.

Any Area Committee Funding awarded will not be increased in the event of an over spend.

Applicants should note that the award must be acknowledged as Ipswich Borough Council Area Committee Fund and must comply with any reasonable requests relating to publicity.

Any organisation awarded Area Committee Funding shall be subject to monitoring, which could involve site visits and the collection of statistics.

The applicant will forward to the Communities Team, performance information within 6 months or on completion of the project. Failure to submit this information may render the applicant ineligible for further Area Committee Funding and may be asked to repay the funding in part or full.

We confirm that all staff / volunteers working with children, young people or vulnerable adults have had the relevant DBS checks completed (applicable where appropriate).

Area Committee monitoring and evaluation helps us to ensure that funding is spent in accordance with Area Committee guidelines. You will be sent a link to an online form following the completion of your project, or bi-annually until your project is complete.

Please note that your declaration confirms that you have read and accepted the terms and conditions for Ipswich Council Area Committee Funding.

We require the signatures of two people authorised to sign on behalf of your group (that are not directly related to each other).

Signatures

We, the undersigned, on behalf of the applicant organisation/group understand and agree that:

- We are authorised to complete this application on behalf of our organisation/group.
- We have the power to accept the Area Committee funding awarded to our organisation/group subject to the terms and conditions listed and the power to repay the Area Committee Funding in the event of any funding condition not being met.
- This funding application falls within the objectives of our group or organisation.
- All staff / volunteers working in a position of trust with children, young people or vulnerable adults have had the relevant DBS checks completed.

Signed by authorised signatory (1):	Signed by authorised signatory (2):
Date: 13/06/2022	Date: 13/06/2022
Name: [REDACTED]	Name: [REDACTED]
Position:	Position:

Please return your completed form to the Community Engagement team at Ipswich Borough Council:

e: communities@ipswich.gov.uk

James Turnbull,

t: 01473 432227 e: james.turnbull@ipswich.gov.uk

Sloane Potter,

t: 01473 432225 e: Sloane.potter@ipswich.gov.uk

Laura Cooledge,

t: 01473 433273 e: laura.cooledge@ipswich.gov.uk

11

COMMITTEE: CENTRAL AREA **REF NO:** CAC/22/04
DATE: 22 JUNE 2022
SUBJECT: FUNDING REQUEST – VENUE HIRE AND
PUBLICITY BUDGET
REPORT AUTHOR: JAMES TURNBULL

Short description of report content and the decision requested:

This report requests funding of £500 from the Central Area Committee budget for costs associated with advertising and venue hire for the Central Area Committee for 2022/23.

List of Appendices included in this report:

Appendix 1 – Funding Request Report

Recommendation:

The Area Committee is asked to allocate £500 from the Central Area Committee budget for costs associated with advertising and venue hire for the Central Area Committee for 2022/23, as detailed in Appendix 1.

Reason:

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

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AREA COMMITTEE REPORT– SHORT FORM

1. Item of business and issues for consideration

The Central Area Committee is asked to consider setting aside an amount of £500 from its budget for the costs associated with advertising and venue hire for the municipal year 2022/23.

£200 is allocated to each of the five Area Committees on an annual basis as part of their base budget to help contribute towards the cost of room hire. The additional £500 being requested will help cover venue hire and any costs associated with advertising the Committee, its projects, and related community engagement activities.

Any surplus will be returned to the main Area Committee budget at the first meeting of the next municipal year.

2. List of supporting documents for consideration

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]

5. Financial implications

£500 is requested from the Central Area Committee budget.

6. Proposed Date of Decision

Wednesday 22 June 2022

7. Recommended Decision

The Area Committee is asked to allocate £500 from the Central Area Committee budget for costs associated with advertising and venue hire for the Central Area Committee for 2022/23.

8. Reasons for decision

To facilitate the good running of the Area Committee thereby meeting the goal of devolving power closer to the people.

9. Alternatives considered and reasons why rejected

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 (scale 1 – negligible; 4 – catastrophic)	Actions to mitigate risk
Venue not being secured for the 2022/23 municipal year.	Area Committee meetings cannot be held & function is disrupted.	Committee funding request	2	1	Agreeing to allocate funding will mitigate the risk.

*taking account of the proposed mitigation measures.

12. Record of Decision taken

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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.....

Chair of the Central Area Committee

11

COMMITTEE: CENTRAL AREA **REF NO:** CAC/22/05

DATE: 22 JUNE 2022

SUBJECT: CENTRAL AREA COMMITTEE
AREA ACTION PLAN

REPORT AUTHOR: JAMES TURNBULL

Short description of report content and the decision requested:

The priorities of the Central Area Committee Area Action Plan need to be reviewed for the 2022/23 Municipal Year. The Committee is asked to use its knowledge of the needs and issues specific to the Central Area to agree an Area Action Plan for the year.

List of Appendices included in this report:

- 1) Central Area Committee Area Action Plan Proforma for 2022/23
- 2) Current Area Action Plan 2021/22 (for reference)
- 3) Demographic information relating to Alexandra, St Margaret's and Westgate wards

This report has been prepared by James Turnbull, email:

james.turnbull@ipswich.gov.uk

This report was prepared after consultation with:

Consultation will be undertaken as part of the 22 June 2022 Central Area Committee meeting.

The following policies form a context to this report:

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

Corporate Plan: Building A Better Ipswich 2017

1. Item of business and issues for consideration

- 1.1 This report recommends that the Central Area Committee determines its priorities for the 2022/23 municipal year and adopts them as its Area Action Plan.
- 1.2 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.
- 1.3 Demographic information relating to the 3 wards of Central Ipswich is contained in Appendix 3.

2. Links to Area Action Plan

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

3. Financial implications

- 3.1 Not applicable.

4. Legal implications

- 4.1 The Area Committee Terms of Reference within the Council Constitution (Part 3, Section 2) requires that "Each Area Committee shall adopt and thereafter review annually an Area Action Plan that identifies its local priorities." (Paragraph 6.2.2)
- 4.2 The Area Committee is required to review the Area Action Plan within the year.

5. 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 be relying on the priorities set in 2021, which may not reflect the Committee's current priorities.	Area Action Plan proposal	2	3
Actions to mitigate risk	Adoption of the Area Committee Action Plan would negate the risk.			

6. Options

6.1 Option 1 – Determine the Area Committee's priorities and adopt the Action Plan.

6.2 Option 2 – Defer the Action Plan for further consultation

7. Record of Decision taken

--

8. Exemption from call in (if applicable)

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

--

Signed.....

Chair of the Central Area Committee

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CENTRAL AREA ACTION PLAN

2022-23: Alexandra, St Margaret's, Westgate



The Central Area Committee will work to alleviate deprivation.

<p>The domains of deprivation as identified by the Ministry of Housing, Communities & Local Government are;</p> <ul style="list-style-type: none"> • Income • Employment • Health and Disability • Education, Skills and Training • Barriers to Housing and Services • Crime • Living Environment 	<p>The Committee will prioritise action to alleviate deprivation in the domain of:</p>

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 Building A Better Ipswich: Corporate Plan</p> <ul style="list-style-type: none"> • A Strong Ipswich Economy • A Sustainable Environment • An Enjoyable Place to Live, Work and Study • A Healthy Community • Quality Homes for All • Safe Communities • An Efficient and Effective Council 	<p>The Committee will prioritise activities in line with the following Council aims:</p>

The Central Area Committee and supporting officers will pursue actions in line with these priorities throughout the year.

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CENTRAL AREA ACTION PLAN

2021-22: Alexandra, St Margaret's, Westgate



The Central Area Committee will continue to work, within its power and remit, to mitigate the effects of the pandemic in the Area.

The Central Area Committee will work to alleviate deprivation.

<p>The domains of deprivation as identified by the Ministry of Housing, Communities & Local Government are;</p> <ul style="list-style-type: none"> • Income • Employment • Health and Disability • Education, Skills and Training • Barriers to Housing and Services • Crime • Living Environment 	<p>The Committee will prioritise action to alleviate deprivation in the domain of:</p>
	<p>Crime</p>
	<p>Education, Skills and Training</p>
	<p>Health and Disability</p>

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 Building A Better Ipswich: Corporate Plan</p> <ul style="list-style-type: none"> • A Strong Ipswich Economy • A Sustainable Environment • An Enjoyable Place to Live, Work and Study • A Healthy Community • Quality Homes for All • Safe Communities • An Efficient and Effective Council 	<p>The Committee will prioritise activities in line with the following Council aims:</p>
	<p>A Sustainable Environment</p>
	<p>A Healthy Community</p>
	<p>Safe Communities</p>

The Central Area Committee and supporting officers will pursue actions in line with these priorities throughout the year.

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CENTRAL AREA COMMITTEE

ALEXANDRA | ST MARGARET'S | WESTGATE



POPULATION BY WARD

ALEXANDRA = **10928**
ST MARGARET'S = **8185**
WESTGATE = **10945**



POPULATION

Female population
14357
Male population
15701

TOTAL
30058



ETHNICITY

White = **23449**
Mixed/Multiple ethnic groups = **1109**
Black African/Caribbean/Black British = **786**
Asian/Asian British = **1801**
Other ethnic groups = **369**

HOUSEHOLDS IN FUEL POVERTY

ALEXANDRA = **511**
ST MARGARET'S = **363**
WESTGATE = **594**

TOTAL
1468



HOUSING TENURE MIX

PRIVATE RENTED = **2698**
SOCIAL RENTED = **3380**
OWNED = **5998**
SHARED OWNERSHIP = **56**
LIVING RENT FREE = **132**



The domains are:

Income • Employment • Education • Skills and Training
Health and Disability • Crime • Barriers to Housing
Services • Living Environment

Each domain is given a weighting and is based on a basket of indicators.

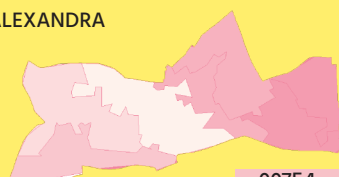
DEPRIVATION BY WARD

The Index of Multiple Deprivation (IMD) combines information from seven domains to produce an overall relative measure of deprivation.

1 = Most deprived

10 = Least deprived

ALEXANDRA



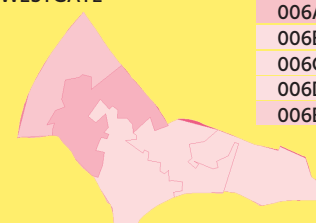
007A 5	007E 4
007C 4	007F 3
007D 5	007G 2
	007H 1

ST MARGARET'S



005A 7
005B 9
005C 8
005D 3
005E 9

WESTGATE



006A 4
006B 2
006C 2
006D 2
006E 3

CENTRAL AREA COMMITTEE

ALEXANDRA | ST MARGARET'S | WESTGATE

LANGUAGES SPOKEN

English/Welsh = **22646**
Other European Language = **1723**
South Asian language = **554**
Portuguese = **375**
East Asian Language = **219**
Turkish = **47**

EDUCATION

highest level of qualification

NO QUALIFICATIONS (GCSE)
4192 (19.10%)

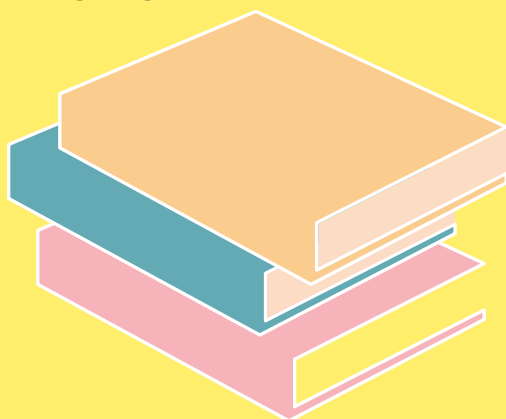
OTHER QUALIFICATION (GCSE)
1810 (8.25%)

LEVEL 1 QUALIFICATION
(GCSE grades A-C or equivalent)
3027 (13.79%)

LEVEL 2 QUALIFICATION
(GCE A level or equivalent)
3517 (16.03%)

LEVEL 3 QUALIFICATION
(Higher education below degree level)
2815 (12.83%)

LEVEL 4 QUALIFICATION OR ABOVE
(Degree or equivalent and above)
6584 (30%)



HEALTH

Very bad health
303 (1.10%)

Bad health
944 (3.43%)

Fair health
3215 (11.68%)

Good health
9857 (35.83%)

Very good health
13195 (47.96%)



EMPLOYMENT

TOTAL

includes full-time, part-time and self-employed

**TOTAL IN
EMPLOYMENT**
13624
65.37%

Employee - Full Time = **9076 (43.55%)**

Employee - Part Time = **2939 (14.10%)**

Employee- Self-employed = **1609 (7.72%)**

Unemployed = **1405 (6.74%)**

Full-time Student = **842 (4.04%)**

Economically Inactive = **4970 (23.85%)**

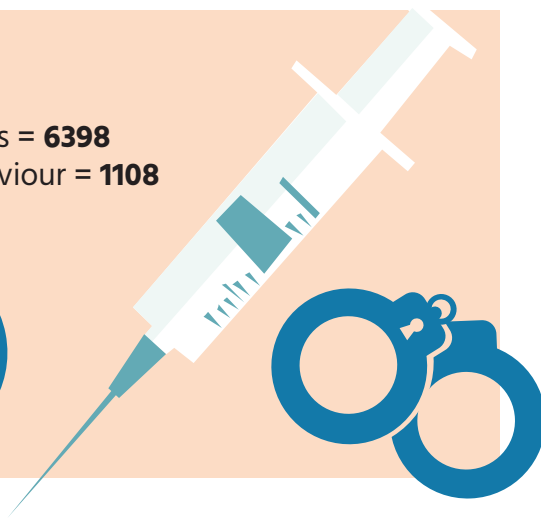
CRIME

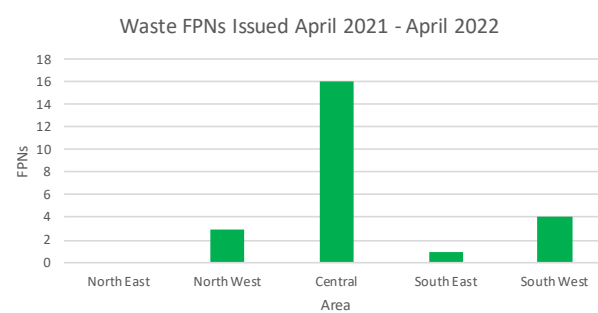
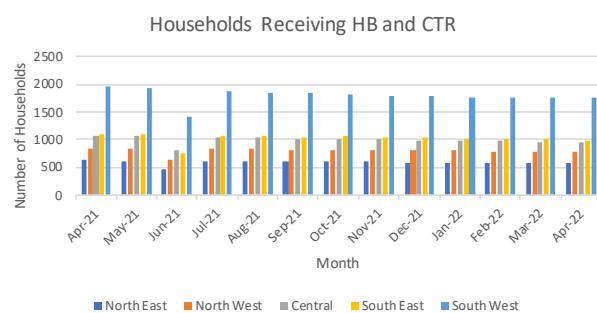
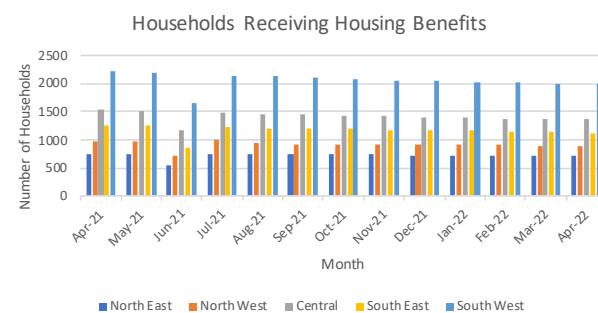
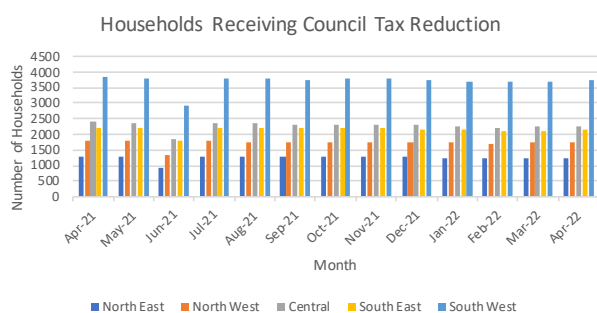
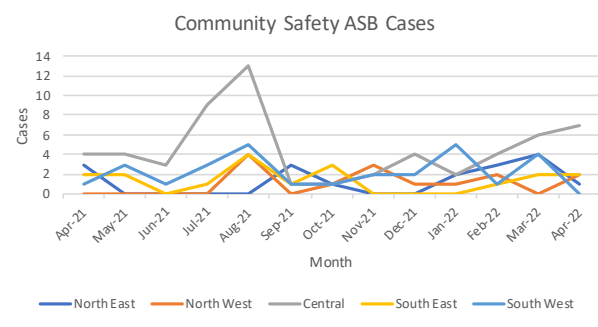
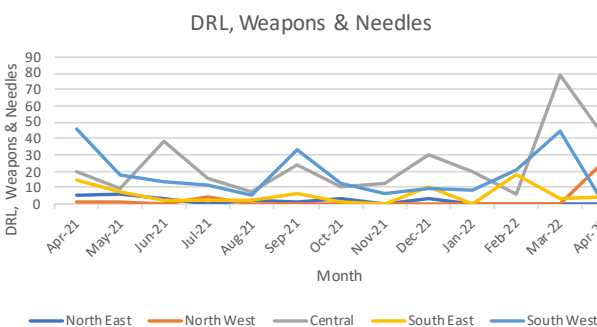
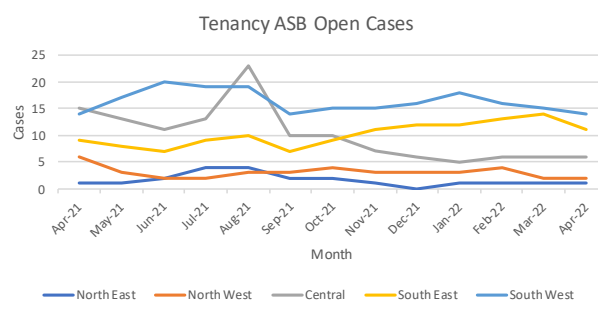
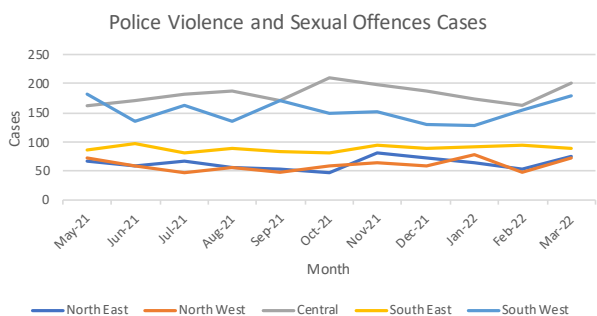
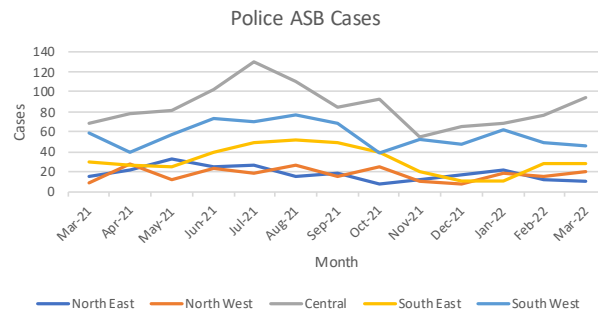
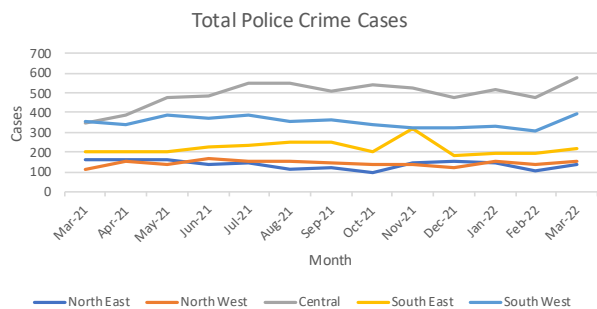
Total crime cases = **6398**

Anti-social behaviour = **1108**

DRL Finds = **315**

**MARCH 2021
TO
MARCH 2022**





COMMUNITY PROJECTS/ ORGANISATIONS FUNDED IN 2021-22

