

COMMITTEE: NORTH WEST **REF NO:** NWAC/17/22
DATE: 22 MARCH 2018
SUBJECT: FUNDING REQUEST: BSEVC FAMILY
CARERS GROUP
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HEAD OF SERVICE: TOM MINNICAN FOR PETER TIMMINS

Short description of report content and the decision requested:

This report requests that the North West Area Committee consider allocating £1,761.75 toward the running costs of the BSEVC Ipswich Family Carers Coffee Corner Drop-in group. The group sessions provide peer-support, information and learning opportunities for local residents who care for a family member.

List of Appendices included in this report:

a)

This report has been prepared by Simon Lanning,

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This report was prepared after consultation with:

Internal consultees

External consultees

The following policies form a context to this report:

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

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

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

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OTHER HELPFUL PAPERS

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

1. Introduction

- 1.1 This report requests that the North West Area Committee consider allocating £1761.75 toward the running costs of the BSEVC Ipswich Family Carers Coffee Corner Drop-in group. The group sessions provide peer-support, information and learning opportunities for local residents who care for a family member.

2. Background

- 2.1 BSEVC (previously Bury St. Edmunds Volunteer Centre) is a charity (No [100498](#)) and company (No [2636217](#)) that has been providing community services in Suffolk for over 35 years. These services include community transport, mental health and well-being services and are provided across Suffolk from bases in Bury St Edmunds and Stowmarket.
- 2.2 The Family Carer Coffee Corner Drop-in Group was formed in 2017 by a group of family carers supported by BSEVC. The group is intended to provide peer-to peer support for local residents who provide care for a family member. Family caring can be a demanding and isolating role, leading to reduced self-esteem and barriers to returning to work, access services or participate in the community.



Figure 1 – BSEVC Ipswich Family Carer Christmas Craft Fair

- 2.3 The group meets fortnightly at The Meeting Place community centre on Limerick Close. Forty members attend the 2 hour sessions with varying frequency. On average 10 family carers attend each session. Most of those attending live in the North West area, and just 10% live outside of the area. There is a core of 3 members that take on volunteer responsibilities in setting up and promoting the sessions.
- 2.4 The core benefit to the family carers is the moral and practical support of speaking to others experiencing similar challenges. This helps to maintain carers' confidence and share coping strategies.

- 2.5 A large portion of the sessions (12/26) centre around shared craft activities. As well as providing a shared focus and recreation the members have sold their creations at a fayre to raise money. The other major element (12/26) are guest speakers on varied topics including benefits advice, budgeting, first aid, advocacy and health. Twice a year the group holds information events with stalls representing support organisations.
- 2.6 The sessions are supported by the BSEVC Well-being Services Lead who facilitates the discussion, provides professional knowledge. The Lead is responsible for booking the speakers, venue and arranging the crafts & activities.
- 2.7 BSEVC have identified a cost of £3,523.50 to provide one year of staff support, organisational support, venue hire, activities and guest speakers (where paid). A breakdown is given in Section 9. Half of this cost is to be referred to other funders and half is before the Committee to consider.
- 2.8 **The total amount requested from the North West Area Committee is £1,761.75**

3. Relevant Policies and Area Action considerations

- 3.1 Building a Better Ipswich underlying principles:
- Priority 3: An Enjoyable Place to Live, Work and Study
 - Priority 4: A Healthy Community
- 3.2 Mitigating deprivation in the domain of;
- Health

4. Options Considered / Under Consideration

- 4.1 **Option 1** – Approve the allocation of £1,761.75 to BSEVC toward the running costs of the Ipswich Family Carers Coffee Corner Drop-in group.
- 4.2 **Option 2** - Approve the allocation of an amount less than £1,761.75 to BSEVC for the same.
- 4.3 **Option 3** - Do not fund

5. Consultations

- 5.1 The local residents who participate in the Family Carers Drop-in are involved in choosing the activities and speakers at the sessions. Wider consultation was not required for this funding request as the impact, beyond participants and their families, will be negligible.

6. Risk Management

6.1 The risks associated with the running of the Family Carers Coffee Corner Drop-in is owned by BSEVC. The organisation has supplied Equality and Safeguarding policies. The risks outlined here relate to the Committee funding of the improvement.

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)
Partner contributions not secured	Insufficient funds to provide all sessions as intended	Support of the Council Group member fundraising BSEVC reserves	4	2
Actions to mitigate risk	<p>The Council's Community Engagement team is able to support the BSEVC to find alternative potential funding sources.</p> <p>The group does some fundraising already though this is moderate against the overall cost. This could be increased.</p> <p>BSEVC have some limited unrestricted reserves that could meet the shortfall if no other funding can be found.</p>			
Lack of business plan	Threat to sustainability of BDEVC Failure to deliver sessions	BSEVC annual Accounts Established practice and proven sustainability Limited cost exposure	2	2
Actions to mitigate risk	<p>The BSEVC group has been established for over 35 years and has a proven record. It has provided accounts with this application showing it has the other funds necessary for its operations.</p> <p>The risk to the committee is moderate at 9.8% of the annual budget.</p>			

7. Environmental Impact Assessment

7.1 There is only a negligible impact on the environment expected from the proposed sessions as the use of materials is minimal, and the majority of the travel to the sessions is a short distance.

8. Equalities and Diversity Implications

8.1 The proposed activities are not anticipated to have a negative impact on any individual in respect of any of the protected characteristics as set out under the Equality Act 2010. The drop-in sessions are open to carers of any background or age and the organisation is governed by an Equality & Diversity policy.

9. Financial Considerations

- 9.1 The costs listed are for one year of activities. The request to the committee is for half of those costs. The intention is for the overall cost to be shared equally between this application to the committee and to other funders.
- 9.2 The funders that have been recommended to BSEVC are the Suffolk County Councillors, the Big Local Trust, and the Henry Smith Charity. It is the responsibility of BSEVC to find continuation funding from these or other sources or from the organisations reserves.

Project costs	
Venue hire	£600.00
Skills & Learning activities	£900.00
Marketing & Admin	£100.00
Project Lead staff time	£1,344.00
Project Lead mileage	£259.20
Organisational costs (contribution to insurance, governance, IT etc.)	£320.30
Total Costs	£3,523.50

- 9.3 If awarded, the funds will be regarded as restricted to the Drop-In session only. The sessions must run as described for six months from the date of payment or the unspent proportion must be returned.
- 9.4 The total amount requested of the North West Area Committee budget is £1,761.75

10. Legal Considerations

- 10.1 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.
- 10.2 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.
- 10.3 The Area Committee Funding Protocol condition of being constituted is satisfied by the Articles of Association as well as evidence of named post holders for the management team and trustees. The named bank account registered to BSEVC has been verified through the Council's payment system and the yearend accounts were supplied for 2017.
- 10.4 A business plan has not been supplied. The committee is asked to consider the sustainability of the organisation and decide whether to use its discretion to waive the requirement for a business plan

11. Performance Monitoring

- 11.1 If successful, BSEVC would be required to complete the Area Committee monitoring as part of the standard funding agreement. This should include a record of spending, sessions provided and participation numbers.

12. Conclusions

- 12.1 At the 2011 Census, 9.8% of the Ipswich population (13,000) provided some form of unpaid care. The Family Carers Drop-in group for North West Ipswich was formed at the instigation of local residents to meet the need in that area. Members of the group find the support and companionship offered through the session valuable in meeting the challenges of providing unpaid care for a family.
- 12.2 BSEVC have long experience of providing wellbeing support in the community. The organisation has provided expertise to maintain the sessions and bring information and speakers to enrich the sessions. The Committee is asked to decide whether to allocate funding to sustain the project.

13. Recommendations

- 13.1 This report recommends that the North West Area Committee consider the options set out in Section Four and decides the allocation of funding to the BSEVC Family Carer Drop-in.**

Reason: To provide peer-support and information for local residents with caring responsibilities