



East Suffolk
Community
Partnerships
Bringing ideas to life

Community Partnership Board

Thursday, 7 March 2024 at 2:00PM
Snape Maltings, Trask Café, Snape, IP17 1SP

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UNCONFIRMED



Minutes of a Meeting of the **Community Partnership Board** held at Obis Energy, Lowestoft

On Wednesday 13 December 2023 at 2pm

Community Partnership Board Members Present:

Councillor Caroline Topping - Chair of the Community Partnership Board and Leader of East Suffolk Council

Lisa Perkins - Current CPB Vice-Chair 2023/24 Adastral Park & Research Realisation Director for BT

Hannah Reid - Community Action Suffolk

Lesley Beevor – SALC representative

Roger Wright - Chief Executive of Britten Pears Arts, Snape Maltings

Councillor John Fisher - Chair of the Aldeburgh, Leiston, Saxmundham and Villages Community Partnership

Councillor Katie Graham – ESC Cabinet Support Member with responsibility for Communities, Leisure and Tourism

Councillor Alan Green - Chair of the Carlton Colville, Kessingland, Southwold and Villages Community Partnership

Councillor Sarah Whitelock- Cabinet Member with responsibility for Communities, Leisure and Tourism

Councillor Sheryl Rumble – Vice Chair of the Beccles, Bungay, Halesworth and Villages Community Partnership

Councillor Rosie Smithson - Chair of the Felixstowe Peninsula Community Partnership

Danny Steele Vice Chair of the Lowestoft and Northern Villages Community Partnership

Councillor Ed Thompson - Chair of the Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership

Councillor Sally Noble - Chair of the Framlingham, Wickham Market and Villages Community Partnership

Councillor Dan Clery – Chair of the Transport and Travel Task Group

Others present:

Luke Bennett (Partnerships Manager, East Suffolk Council),

Nick Khan (Strategic Director, East Suffolk Council),

Nicole Rickard (Head of Communities, East Suffolk Council)

Lorraine Fitch (Deputy Democratic Services Manager, East Suffolk Council)

Steve Gray (Place Programme Lead (East Suffolk), Suffolk Public Health & Communities)

Alli Stone (Democratic Services Officer, East Suffolk Council)

Julia Catterwell (Communities Officer for MWDPCP)

Sam Kenward (Communities Officer for FWMKYCP)

1. Apologies for Absence

Apologies were received from Councillor Steven Molyneux, Councillor Bobby Bennett and Melanie Craig

2. Welcome and Introduction

Councillor Caroline Topping welcomed everyone to Orbis Energy.

3. Workshop: Rural Proofing Revisited Facilitated by Hannah Reid (CAS)

Hannah Reid led the workshop regarding Rural Proofing and outlined the importance of reviewing policies through a rural lens, to make them fit for purpose for those living and working in rural communities.

CAS completed a rural survey in 2022 which identified the key areas of concern:

Communications Technology and Broadband

Strengthening Communities and Community Life

Environment (including concerns around climate change)

Health and Wellbeing

Economy

Community Cohesion, Local Welfare Support and Cost of Living

Hannah Reid facilitated a table discussion which considered:

- Are the Board and 8 Community Partnerships actively Rural Proofing?
- What more could you do?
- Can you share any good practice examples?

Feedback from workshop discussions:

Transport came up as a big factor and connecting issue for rurality.

Discussion concerning bringing services in rural areas if communities cannot access towns / more urban areas. Examples such as creation of hubs, mobile provisions or use of the Rural Coffee Caravan or similar projects were some examples highlighted.

There was highlight of the Felixstowe Community Partnership, where there are lots of surrounding villages and how to engage more community members in working with partnerships, volunteering and accessing services.

Access to rural locations of employment was also discussed.

Some hamlets have more active groups who make things happen themselves, or smaller more independent groups may form on ad hoc basis. The Board discussed challenges in providing support to people who may not identify as being vulnerable or needing support.

The importance of volunteering was discussed. Increasing numbers, mapping current provision, and reviewing any gaps was considered. The Board discussed opportunities for employees to engage in volunteering supported by employers.

The discussion progressed to considering mentoring and challenges youth services have in finding mentors.

Further feedback was given from CP representatives regarding the attempts made to reach people and engage members. The healthy habits booklet has been rolled more widely in schools and leaflets regarding signposting to mental health support and services available to support people with the cost-of-living crisis. The group discussed the importance of providing information in a way people can understand.

Transportation access and rural premiums for travel were highlighted, which impacts on community members abilities to access urban areas, an example of young people needing to travel to educational settings was discussed.

There is a potential for the Box Up project to be piloted in more rural areas. This was piloted in Lowestoft and consists of boxes of kits, including a variety of equipment from litter picking to sports.

There was a lot of good projects and work on going in the community which can be built on, however always more that could be done.

4. Minutes

The minutes of the meeting held on 13 September 2023 we agreed as an accurate record of what took place.

5. Tackling Inequalities Task and Finish Group Report Caroline Topping and Nicole Rickard

Councillor Whitelock and the Head of Communities and Leisure introduced the agenda item and highlighted that Tackling Inequalities was an ongoing priority area for the board. As a response to the cost-of-living crisis the board reiterated its commitment to that priority at the previous meeting. Following the workshop held at the September meeting a task and finish group was formed. The group met in November, reviewed a programme of projects and considered the top 5 areas highlighted from the workshop.

It was noted in respect of mental health scoping a leaflet could be explored and reference was made to the Cost of Living leaflet already in circulation as highlighted by Councillor Graham.

The Suffolk Mind emotional needs audit was discussed which highlighted sleep as being the biggest unmet need in East Suffolk and Suffolk. The Head of Communities and Leisure outlined some initiatives to support sleep, including a pillow swap programme, mattress toppers and the use of SAD daylight lamps to promote sleep.

The discussion concluded with a request for £25,000 (from the total requested below), plus £18,000 that was not allocated to date through the previous Well Minds programme of activity.

Regarding the Tackling Poverty priority, the urgent need for support was clear, including demand for bedding and underwear as examples of basic items people are struggling to provide for themselves or their families.

Current work is ongoing with the Emmaus Norfolk and Waveney furniture project to address some of the need for furniture and household items.

There was a desire to work continue to with schools to develop solutions to challenges identified through the Poverty Proofing the School Day programme, looking at uniform banks, food education.

The Head of Communities and Leisure commented on the need for access to infant formula. There was a project from Suffolk County Council to provide vouchers for infant formula up to 1 year of age. Included in the outcome proposal was a request to provide top up funding for this in East Suffolk

Regarding the final young people's health outcome. There was recognition that there needed to be additional engagement with more schools to enable us to better understand their needs and priorities. There was a potential to explore funding options for both counselling and mentoring in schools.

The Healthy Habits booklet was highlighted and the plan to reproduce for all primary schools in East Suffolk.

The Head of Communities and Leisure confirmed that work has been ongoing with Phil Aves, Lowestoft Rising on tackling specific inequalities issues in Lowestoft.

Councillor Smithson queried if there was scope to support the smaller group of young people who are not in school. The Head of Communities and Leisure confirmed that it could be looked at to see if there were any opportunities available.

The Strategic Director suggested that impact days in schools be explored along the lines of Crucial Crew and Crucial Crew Plus which focus on all aspects of safety.

There was discussion regarding around children's access to food and getting free school meals, or funded fruit snack within a school setting.

Lots of things around food via wider Ease the Squeeze programme. One project that was funded over the Christmas period was free Christmas dinners from Morrisons – with organisations like the food bank and Citizens Advice able to make referrals.

It was agreed that the Board:

1) Approve the outcome proposal attached as Appendix 1 to this report which requests the allocation of £146,000 from the CP Board 2023/24 budget to the emerging Tackling Inequalities (including Mental Health and Wellbeing) programme

2) Would receive a report on progress at the meeting to be held in March 2024

6. Transport and Travel Task Group Dan Clery, Chair of the Task Group

Councillor Clery presented to the board regarding the Transport and Travel Task Group. His presentation was in three parts:

- Brief recap of what the programme is designed to do
- Update on the progress made by the Transport and Travel Task Group

Explain the groups thinking on “what next” – including a proposal on how to spend the remainder of the unspent funding that has already been allocated to this priority by the Board

Active travel: Rather than delivering a specific project the task group has supported East Suffolk Council to engage with our communities to develop an excellent cycling and walking strategy. This strategy has been adopted by our planners and is now at the centre of an emerging programme of work being steered by a newly formed multiagency working group. The Board has previously allocated £20k for the Transport and Travel Task Group to identify a suitable active travel project to deliver. It now makes much more sense to wait for the cycling and walking group to identify where this funding would best be spent

Demand Responsive Travel (DRT): East Suffolk has seen a dramatic loss of commercial bus services over the past 25 years and this trend is unlikely to be reversed anytime soon. What is clear is that for transport to be effective going forward it will increasingly need to be owned and championed by the communities it serves. The task group had developed two pilot DRT projects to test more sustainable operating models. Buzzabout Serves communities around Lound, Blundeston, Somerleyton, Gunton St Peters and the north of Lowestoft. and Katch Serves residents and visitors in Framlingham, Wickham Market, Campsea Ashe, Snape and surrounding Areas.

Adjustments to the operating days / operating areas / fare prices and sliding subsidy scale during both DRT pilot phase gives us a realistic confidence that they can continue longer term if allowed more time to grow.

We are therefore submitting proposals to Suffolk County Council for BSIP+ (Bus service Improvement Plans) funding to extend both pilots until 31 March 2026.

This will offer potential learning and wider application across Suffolk so we would be pleased to share the lessons we are learning along the way with other communities thinking of developing their own schemes.

Mobile App: ESC have used the CP Board funding to procure the service of a tried and tested provider (Flexi Route) for 12 months at low cost, whilst simultaneously seeking external partnerships to develop an application for longer term use at a cost that makes it sustainable for DRT operators, dependent on success of pilots. We are currently exploring other options to have an app and have submitted an application (with other districts) to fund the development of a bespoke app for Suffolk

The importance of effective travel was highlighted including social benefits, getting to education, employment, medical, reducing the number of cars. Mental health benefits. Transport deserts
Councillor Clery talked through the operational experience of both the KATCH and Buzzabout projects.

The group discussed the challenging and cost implications of developing an app and there was a further discussion on marketing for both Buzzabout and KATCH.

Recommendations:

- 1) The Board has previously allocated £20k for the Transport and Travel Task Group to identify a suitable active travel project to deliver. It now makes much more sense to wait for the cycling and walking group to identify where this funding would best be spent**
- 2) The Board has previously allocated 50k for a third DRT Pilot. It now makes more sense to use this as match funding for the BSIP+ funding applications we are submitting to further extend Buzzabout and Katch.**

7. Community Partnership Update

- i) Presentation: MWDPCP Stephen Molyneux / Julia Catterwell**
- ii) Presentation: FWMKYCP Sally Noble / Sam Kenward**

i) Julia Catterwell provided an update for the MWDPCP outlining the previous priorities which remain in place. The board were presented with details of each initiative and cost as listed below.

LGBTQ+ Support: Cost: £3000
Compass Mentoring: Cost: £5000
Arts and Craft Lunch Club: Cost: £3000
Creative Sessions: Cost: £3000
Counselling: Cost: £6000

ii) Sally Noble and Sam Kenway provided an update for FWMKYCP the outlining the previous priorities remain in place.

A 'ward get together' was held in each ward of the community partnership area to bring together local stakeholders and raise awareness of the community partnership, the partnership gained 3 new members and a total of 53 people attended the event.

A 'youth opportunity fund' was created for organisations working with young people to hold to support young people and families to access opportunities they otherwise wouldn't be able to afford.

Funding was allocated for each ward to support with the effects of the October 2023 floods.

Biodiversity project being developed as a way to promote and join up opportunities for local people to access and engage with nature to support mental health.

Youth outreach was continuing to run in Wickham Market and Yoxford – engaging with young people and providing activities.

There was a youth event held in Wickham Market to engage with young people about their local area and particularly around their mental health. Further events are due to take place in the other areas during the Spring of 2024.

.....
Chair

Top tips for
healthy living

LOWESTOFT HEALTHY HABITS

My name is

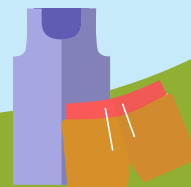
Complete the challenges to get a
healthy habit certificate!



East Suffolk
Community
Partnerships

Bringing ideas to life

Lowestoft
& northern
parishes




10 TOP TIPS FOR HEALTHY LIVING

1 Drink lots of water


Did you know?  Over half of our body is made from water. This means we need to keep it hydrated.

2 Eat your five a day

Did you know?  Potatoes don't count in your 5 a day but sweet potatoes do!

3 Have a balanced diet

More information on page 7



4 Stay Active


Did you know?  Ages 6-17 years old need an average of an hour of exercise a day.

5 Make sure you get lots of sleep!

Are you getting enough sleep?  Children aged 7-12 years old need 10-11 hours of sleep day.

Why couldn't the pancake sleep?
A: He kept tossing and turning

6 Have a good posture



7 Brush your teeth last thing at night and one other time of day.

Did you know? **Why did the mobile phone go to the dentist?**
A: It was having trouble with its Bluetooth

The first toothbrush was made of tree twigs! People would chew on the ends of twigs to spread out the fibres.


 Scan this QR code to find out more information on oral health

My **NEW** healthy habit is

My **NEW** healthy habit is

8 Have some YOU time.

Sometimes it's good to have some time to yourself.







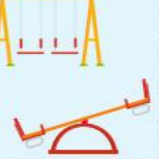






9 Smile and laugh. 

Did you know? Children laugh around 300-500 times a day! That's a lot!

10 Spend time with your friends!

ACTIVITY BINGO!

Can you complete all the tasks below within one month?
Make sure you tick them off as you complete the tasks.

Do 30 jumping jacks 	Have a running race with a friend READY SET GO	Read the lyrics to your favourite song	Go outside for 30 minutes every day in a week	Eat an apple and banana 	Drink only water for one day 	Build a fort/den in your home
Read for 10 minutes before bed 	Go on a walk 	Explain to someone what a book you have read was about	Create a snack that uses apples 	Go to a park 	Do 10 press-ups 	Eat 5 fruits and vegetables within a day
Read 5 road signs 	Read to a friend or family member	Learn a new skill (like how to do a handstand or cartwheel)	Drink 6 glasses of water in a day 1 2 3 4 5 6	Read something non-fiction 	Go outside when it's raining 	Dance to your favourite song 
Start reading a new book or audio book	Create a healthy meal using a recipe	Read a letter that comes in the post	Play a game that involves a ball 	Squat for 2 minutes whilst brushing your teeth	Have at least 10 hours sleep ZZZZZ	Sign up for a Suffolk libraries card



LET'S GET WALKING!



Walking is an excellent form of exercise that doesn't cost anything!

FUN FACT! Australians walk the most, taking an average of 9695 steps each day. We can beat that! Let's get walking!

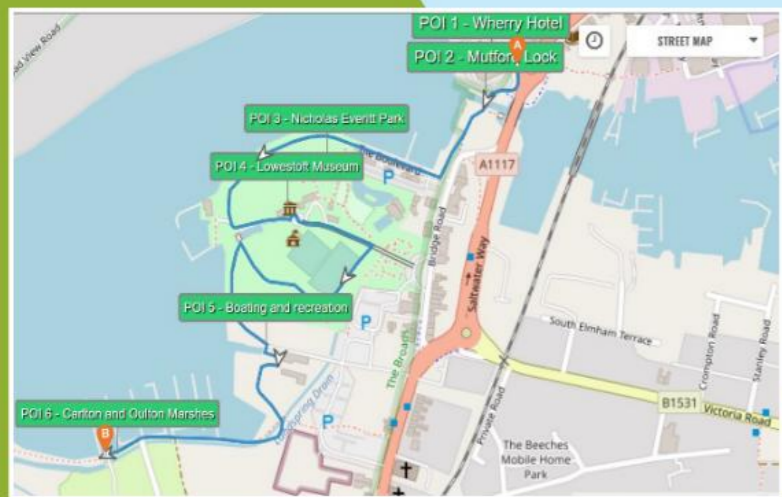
THE LOWESTOFT MILE

The Lowestoft Mile project aims to get people in and around Lowestoft active. They have highlighted 5 simple 1 mile walks you can carry out in the Lowestoft area. Check out the Lowestoft Mile website at www.thelowestoftmile.co.uk for more information on the walks, including maps and videos of each walk.



TOP 5 WALKING ROUTES IN LOWESTOFT, SUFFOLK

- 1 NICHOLAS EVERITT PARK AND OULTON BROAD WALK
- 2 LOWESTOFT LIGHTHOUSE TO NESS POINT PARK
- 3 LOUD HEATH CIRCULAR WALK
- 4 CLAREMONT PIER AND KENSINGTON GARDENS WALK
- 5 LOWESTOFT AND OULTON BROAD



SCAN ME



THE WALKING ROUTE I'M GOING TO TRY IS



Nature Scavenger Hunt

- Find something that feels soft to touch
- Find something that is beautiful
- Find an insect
- Find a signpost with words on
- Find something prickly
- Find something yellow
- Find something that can be used to build with
- Find something that contains your favourite colour
- Find a signpost with numbers on it
- Find something that has one syllable

LOWESTOFT STORY TRAILS

Taking reading outdoors into green spaces is a brilliant way to get active and support literacy development.



CARLTON MARSHES TRAIL

Families can visit Carlton Marshes for free and take part in the story trail, alongside other activities themed around nature and wildlife. The trail doesn't require picking anything up - each part of the story is displayed on signs around the reserve.

KENSINGTON PARK TRAIL

On your phone or device: simply scan the six QR codes found around the park, starting at Bee Corner, to follow the story. Or, pick up a copy of the booklet at Garden Tearooms. The booklet includes activities you can do while you walk or when you get home.



THE STORY TRAIL THAT SOUNDS MOST INTERESTING IS

ACTIVE SUFFOLK

Our aim is to develop the provision of sport and physical activity in Suffolk. For more information about Active Suffolk and the brilliant work they are doing, please scan these QR codes to be directed to their homepage and social media outlets.

VISIT THE BELOW FOR MORE INFORMATION

info@activesuffolk.org
01394 444605

DESIGN YOUR DREAM TRAINERS

We often wear trainers whilst we're exercising.



THE FUN EXERCISE ACTIVITY I'M GOING TO TRY IS

FUN WAYS TO EXERCISE:

Jumping jacks

FUN FACT! The most jumping jacks in 30 seconds is 76 and was achieved by Rishiwar Pariyar in Nepal in 2023. Do you think you can beat him?



Time yourself and see how many star jumps you can do.

Put your favourite songs on and get dancing!

Grab a skipping rope and get jumping!

Did you know? The longest marathon skipping is 33 hours and 20 minutes. Think you could keep it up that long?

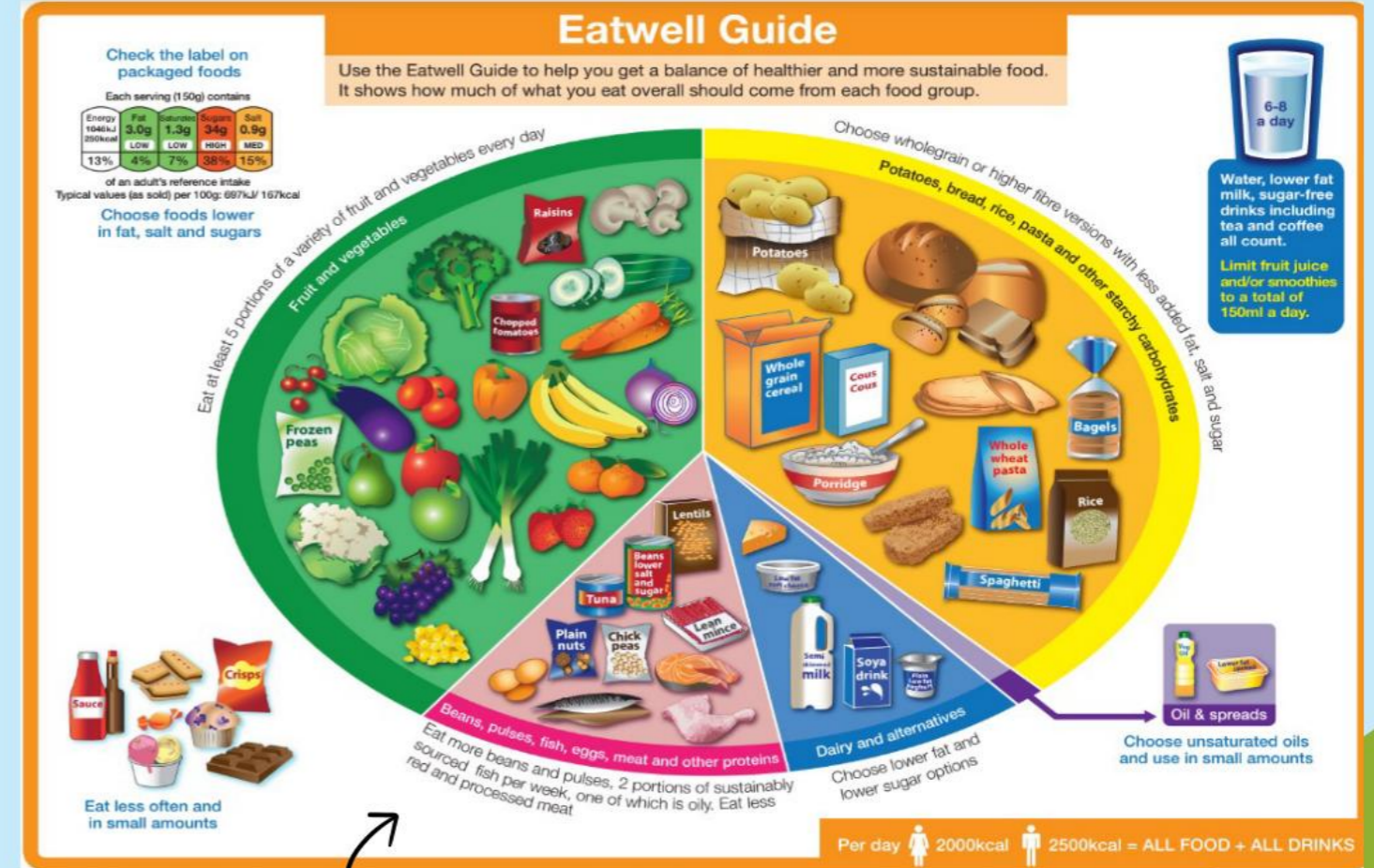
WHAT WOULD YOUR DREAM TRAINERS LOOK LIKE?

Consider the following:

- What colours will your trainers include?
- Will they have a pattern?
- Will there be any text?



BENEFITS OF HEALTHY EATING



Use the Eatwell Guide to help you achieve a balanced diet.

HEALTHY FOOD QUIZ

- True or false? Half a can of baked beans has more fibre than an apple
- Which nutrient is the most filling?
a) Fat b) Carbohydrate c) Protein
- Which of the following foods do NOT count towards your five a day?
a) frozen vegetables b) chips c) tinned fruit d) chickpeas

4. Which of the following count as "oily" fish?
a) trout b) haddock c) salmon d) cod e) sardines f) mackerel

FUN FACT "oily fish" is very good for you!

5. Your fruit and vegetable intake must come from fresh fruit and vegetables only- true or false.

6. Walking and some household chores such as tidying your room count as physical activity- true or false.

MY NEW HEALTHY HABIT IS

Brain teaser:
It looks green, it opens red.
What you eat is red, but what you spit out is black.

What is it?

1. True - half a 420g can of baked beans bursts with around 10g of fibre, four times that of an apple.
2. Protein. Research shows that people who follow higher protein diets experience less hunger.
3. They all count towards your five - a day apart from chips.
4. Salmon, sardines, mackerel and trout are all examples of oily fish.
5. False - your fruit and vegetable intake can be made up of dried frozen or tinned fruit and vegetable.
6. True.
Brain Teaser - A Watermelon

ALL ABOUT ME...



My favourite food is...

A food I don't like is...

My favourite form of exercise is...

My favourite meal is...

My favourite fruit is...

My favourite vegetable is...

JUST TO MAKE YOU LAUGH

What do you call a band of berries practicing music?

A: A jam session

What did the vegetable say to its love?

A: I love you from my head to-ma-toes

What cheese is not yours?

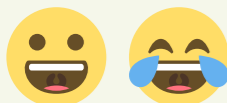
A: Nacho cheese

What do you call a cow in an earthquake?

A: A milkshake

Why did the vegetable call the plumber?

A: It had a leak



PULSATE!

ENJOY THE DEMONSTRATION  TASTE THE DISHES

IT'S COOKING TIME!

Mexican Chilli

Ingredients

- 2 onions • 2 cloves garlic • 2 sticks celery • 2 peppers • can of sweetcorn
- can tomatoes • 3 tablespoons olive oil • red kidney beans in chilli sauce
- Spice mix: smoked paprika, cumin and chilli powder, add salt, pepper and if you feel spicy, maybe some whole chillies and ginger!

Method:

1. Chop all vegetables
 2. Fry garlic and onion in oil and add the herb and spice mix
 3. Add the chopped vegetables, fry lightly until softened
 4. Add the base sauce (tomato, water if needed etc.)
 5. Add the can of beans and cook together for a final five to ten minutes depending upon heat
 6. Season with salt and pepper if needed
- Enjoy with carbohydrate like potato, rice, pasta, bread/toast



Lowestoft time bank
Together we are stronger

LOWESTOFT RISING
Making Lowestoft a better place in which to grow up, live, work, visit and invest

Lentil Bolognese

Ingredients

- 3 tbsp olive oil • 2 onions, finely chopped • 3 celery sticks, finely chopped
- 3 carrots, finely chopped • 3 garlic cloves, crushed • 500g bag dried lentils
- 1Ltr of stock • 2 x 400g tin chopped tomatoes • 2tbsp tomato puree
- 2tsp each dried oregano and thyme • 3 bay leaves • 500g spaghetti
- Cheese, grated, to serve

Method:

1. Heat oil in a saucepan and add the onion, celery, carrots, garlic and tomato puree and gently cook for 15-20 minutes.
 2. Stir in well rinsed lentils, tinned tomatoes, stock and herbs
 3. Add the tinned tomatoes, 450ml of stock and bring to the boil. Cover with a lid, turn down the heat to medium-low and leave to simmer for 45 minutes, stirring occasionally.
 4. Remove the lid and cook for another 10-15 minutes, or until the liquid has reduced.
 5. In another pan, cook the spaghetti.
- Once cooked, stir in the Bolognese sauce and enjoy!



FUN FACT
The largest ever serving of spaghetti filled a swimming pool!



HEALTHIER DRINKS

A quarter of the sugar you have everyday may come from what you drink!
 Can you cut back on the sugar you have by making these easy swaps?
 Don't forget to keep juice drinks to meal times only to reduce tooth decay.

DRINK SWAPS

SWAP FROM

- Cola and other fizzy drinks



- Milkshakes



- Juice drink



- Whole milk



SWAP TO

- Water
- Sugar-free drinks
- No-added sugar drinks
- Lower-fat milks

**TRY THIS
 SUGAR
 CALCULATOR!**



ARE YOU THIRSTY?

You need to drink plenty of fluids to stop you getting dehydrated.

The government recommends drinking 5 to 6 glasses of water every day.



TOP TIP
 Try to avoid sugary soft and fizzy drinks.

FUN FACT!

Your blood is made up of more than 90 percent water.

My **NEW** healthy habit is

MY FAVOURITE FAMILY RECIPE

Name of dish:

Ingredients:

Method:



CAN YOU FIND ALL THE INGREDIENTS MENTIONED IN THESE RECIPES?

R	M	D	I	O	S	E	E	D	S
F	A	C	E	L	E	R	Y	R	T
E	L	S	F	G	O	A	T	S	S
R	T	R	G	E	G	N	P	L	S
I	E	P	H	H	O	S	I	A	H
P	E	P	P	E	R	S	T	O	O
U	S	W	E	E	T	C	O	R	N
C	A	R	R	O	T	S	B	C	E
Y	W	R	A	I	S	I	N	S	Y



Can you find?

- Onion
- Celery
- Peppers
- Sweetcorn
- Oats
- Honey
- Raisins
- Eggs
- Carrots
- Seeds

CHALLENGE

Which ingredients count as one of your five a day?

READING IS IMPORTANT

We are told all the time that reading is important, but it's much better when you can choose the story you want to read!

HOW TO CHOOSE A GOOD BOOK

1. **LOOK!** Browse the bookshelves - it's a great idea to have a good look at the books.
2. Check out the **COVER!** Does it look interesting? What is the title? Who is the author? Is it like books you've tried before?
3. **READ** the blurb! The blurb is the short paragraph on the back of the cover and tells you something about the story. What does the blurb tell you? Does it make you want to read the book?
4. Think about the **GENRE** This is the type of story found in the book. This could be comedy, adventure or fantasy! What other kinds of stories have you enjoyed?
5. **TRY** it out Read a few pages of the book. Do you want to know what happens next? It's fine to put it back if it doesn't feel right.
6. **ASK** ...the school librarian, teachers, parents or carers and your friends to recommend a book!

Reading can help you relax, boost your mood and escape elsewhere - and it doesn't have to be a book. It could be the post-match analysis of Saturday's football game, an interview with your favourite actor, superhero comic books, or even recipes.

Try reading for 10 minutes today and see how it makes you feel.

Books can help you escape to magical kingdoms,
amazing climates or even outer space!
Where's the best place you've read about in a book?



SLEEP BETTER BE BETTER



WHY DO I ALWAYS WAKE UP FEELING TIRED?

When we are thinking about looking after our mental health, one thing a lot of us overlook is SLEEP. When we are younger, we need about 10-12 hours of sleep each night. If we are waking up feeling tired, it may be that, although we are getting enough hours, we are often not getting the right kind of sleep. When we feel relaxed and calm, we are more likely to enter deep sleep. When we have had time to process our thoughts from the day by having time and space to reflect, we leave less for our brains to do through dreaming and so we are less likely to wake up feeling tired.

HOW CAN SLEEP AFFECT MY MENTAL HEALTH?

When we feel tired, we can find it harder to cope with challenging situations. This can mean we are more likely to feel worried, anxious, cross or frustrated, which may make it harder to focus at school, affect relationships with friends and family, and even stop us enjoying our favourite hobbies. Just changing one thing can make bigger changes to the way we feel and the kind of sleep we have.

DO I STILL NEED A BEDTIME ROUTINE?

YES! Even adults do. Having a calm bedtime environment, and a predictable routine can encourage your body to expect sleep. Have a look at our handy checklist for some ideas and suggestions and try and check some of these off before you go to sleep.

PARENTS AND CARERS! SCAN HERE FOR EXTRA INFO FROM SUFFOLK MIND.



SLEEP CHECKLIST

Put a sticker, stamp or tick in the circles when you have completed a task.

Read something to help you feel calm.
TIP: A book, magazine or comic

Stretch and relax before bed.
TIP: Make this part of your bedtime routine

Make your environment right for sleep.
TIP: A cool room, less noise and low lights

Move your body during the day.
TIP: This helps you get a better night's sleep

Use your breath to help you feel calm. Breathe in, hold it, breathe out for longer.
TIP: This helps to relax your body

Make your space to sleep comfortable and relaxing
TIP: Get a favourite teddy or pillow

Have foods and drinks that nourish your body.
TIP: Water, fruit and vegetables and less sugar

Have a break from screens before sleep to help your brain relax.
TIP: Have a bath or shower before bed

Do something you enjoy that calms you.
TIP: Journaling, listening to music or looking after a pet

My **NEW** healthy habit is



READING IN WEIRD PLACES

Where do you like to read? One of the best things about reading is that you can read anywhere. It's time to get creative and have a go reading in an unusual or strange location. Have a look at some of our examples.

CHALLENGE TIME

Take a photo of yourself reading in the most unusual or creative place you can! Then share these with us on any social media platform with the hashtag #suffolkreading



A couple more photos to follow



SONG OR POETRY QUIZ

How well do you know your music? Can you work out whether the following questions are lines from a poem or a song? See how many you can get right!

1

I found my heart and broke it here
Made friends and lost them through the years
And I've not seen the roaring fields in so long
I know I've grown
But I can't wait to go home

”

2

I can buy myself flowers
Write my name in the sand
Talk to myself for hours
Say things you don't understand

”

3

We shared every tear
And felt each other's fear.

”

4

When everything gets in the way
Seems you cannot be replaced
And I'm the one who will stay

”

5

So that the world believed
There was a soul the motions kept;
But they were all deceived

”

Do you think songs and poetry are similar?

More support and advice

Citizens Advice East Suffolk:

Citizens Advice can provide advice and support on a wide range of topics including housing, benefits, debt and money, work and more. For more information you can go to their website: <https://citizensadviceeast Suffolk.org.uk/> or call them on **0808 278 7866 (Monday to Friday, 10am to 2pm)**

The National Literacy Trust in Suffolk

Find out more information about the work of the National Literacy Trust in Suffolk on their website at <https://literacytrust.org.uk/suffolk> or on Facebook at @SuffolkLiteracyTrust.

Suffolk InfoLink:

Find information about support and organisations in your local area. You can also find up to date information on help and support with the Cost of Living Crisis. For more information you can visit their website: <https://infolink.suffolk.gov.uk/>

5 Ways to Wellbeing:

There are lots of easy, and simple things that we know can help us to look after our mental wellbeing, such as, eating well, getting enough sleep, doing activities that help us to relax and reduce stress in our lives. The 5 ways to wellbeing sums up what other things we can do every day to keep ourselves feeling emotionally well. Watch the video below which explains about the '5 ways to wellbeing'.

Watch the 5 ways to wellbeing film here



Suffolk Libraries:

Lowestoft Library offers a wide selection of books on every subject you can think of, dedicated SEND time in the junior library, Lego club and holiday activities, space to hang out, and friendly, knowledgeable staff to answer all your questions. <https://www.suffolklibraries.co.uk/visit/locations-and-times/lowestoft-library>

Wellbeing Suffolk:

The Wellbeing service offers support and workshops to help with Mental Health. Their services are provided for free and people over the age of 16 years. For more information and how to get referred / refer yourself, go to their website: <https://www.wellbeingnands.co.uk/>

Suffolk MIND

Suffolk Mind is an independent mental health charity and our mission is to make Suffolk the best place in the world to talk about and take care of mental health. To achieve our mission, Suffolk Mind delivers a variety of services and training to support people living in Suffolk. Find out more about Suffolk Mind by visiting suffolkmind.org.uk or by calling 0300 111 6000.

Heron NHS:

Provides a searchable source of self-help groups, statutory and voluntary agencies covering the whole of Norfolk and Waveney. For more information you can visit their website: <https://www.heron.nhs.uk/Default.aspx>

East Suffolk Council – Customer Services:

The Marina, Lowestoft, Suffolk, NR32 1HH Provides advice on benefits and housing. You can contact them by emailing customerservices@east Suffolk.gov.uk or calling 0333 016 2000.

Ease the squeeze

<https://www.eastsuffolk.gov.uk/community/squeeze/> East Suffolk Council Ease the Squeeze information (page 16) also part of Ease the Squeeze is helpwithmoney@east Suffolk.gov.uk In addition, check Ease the Squeeze page for information on other benefits, uniform bank, winter warm packs and much more!

Food Support

kirkleypantry@gmail.com
<https://lowestoft.foodbank.org.uk/>
info@salvationarmy.org.uk

Food in School Holidays (FISH)
lporter@lcc-lowestoft.co.uk

Beresford Road Pantry 01502 500410

St Lukes Pantry 01502538122

Community Fridge St Andrews Church 01502 530511

Warm homes healthy people

Suffolk's Warm Homes Healthy People project helps vulnerable people and families make their homes warmer and cheaper to heat <https://www.suffolk.gov.uk/community-and-safety/communities/healthier/warm-homes-healthy-people>

Help to lose weight – Live Well Suffolk

Live Well Suffolk
<https://www.livewellsuffolk.org.uk>



East Suffolk Community Partnership Board
Requests for funding from Community Partnerships
March 8, 2024

Introduction and Background

1. When the eight Community Partnerships were set up in 2019, it was agreed that the Board funding of £300,000 per annum would be used to support projects to tackle the three (now extended to four) agreed Board priorities and/or projects arising from one or more Community Partnership.
2. The Board funding for 2023/24 financial year has been allocated across several projects, the biggest of these being the Tackling Inequalities/Mental Health allocation of £146,000 which was approved at the December 2023 meeting.
3. As we approach the end of the financial year, there is a total of £65,000 unallocated. It is proposed that this funding be allocated across four projects, all of which have emerged from one or more individual Community Partnerships, but which require larger sums of funding than is available at individual Community Partnership level.
4. A brief overview of each projects is provided below, and each will be introduced at the meeting by a relevant Board member.

Project 1: Tech Hub Proposal – Kesgrave, Martlesham, Rushmere, Carlford and Fynn Valley CP

5. This project, which originated in the KMRSC CP area, builds upon some work funded through the Board several years ago to increase digital access. The proposal is to pilot a tech hub, working with a local social enterprise, which focusses on helping people (particularly but not solely older people) to feel safe and confident on-line. The ask is for **£10,000** from total costs of £20,000 on a proof of concept/pilot basis, with the potential roll out into other CP areas.
6. This project fits with the Board priorities of Tackling Inequalities and Social Isolation and Loneliness.

Project 2: Mental Health and Wellbeing Training – Beccles, Bungay, Halesworth and Villages CP and Aldeburgh, Leiston, Saxmundham and Villages CP

7. This outcome proposal is to commission Suffolk Mind to deliver two face to face 'The Comprehensive Toolkit' training courses (over eight separate sessions), one in each of the CP areas identified. The cost of this would be **£18,000** across the two areas with

places free to delegates from local VCFSE organisations. The package also includes access to a follow up 'Mastering Skills' session and Practitioners Network.

8. This project fits with the Board priority around Mental Health and Wellbeing.

Project 3: Box-Up – Lowestoft and Northern Parishes CP and three other CP areas (proposal for one of these to be in the Melton, Woodbridge and Deben Peninsular CP area)

9. This project was developed by the Lowestoft and Northern Parishes Community Partnership and is the first of its kind in England. It involves making sports and leisure equipment available for people to loan from self-contained Box Up units that residents can register through an app to use. The request is for **£24,800** of funding to enable Box Up to be rolled out to other locations in the original Lowestoft and Northern Parishes CP area and to three other CP areas, with ideally two of these being rural locations.
10. This project fits with the Board priorities of Tackling Inequalities, Mental Health and Wellbeing and Social Isolation and Loneliness and, if two boxes are placed in rural locations, would also support the rural proofing ambitions of the Board.

Project 4: E-bikes Pilot – Framlingham, Wickham Market, Kelsale, Yoxford and Villages CP and Melton, Woodbridge and Deben Peninsular CP

11. This outcome proposal details a request for **£10,800** of funding for an E-bike pilot in six wards across two rural Community Partnership areas to support those on lower incomes to access work and social opportunities. E-bikes would be loaned for up to six months with maintenance and support provided as part of the package.
12. This project fits with the Board priorities of Tackling Inequalities and Transport and Travel, and also addresses issues raised in the Rural Proofing workshop held at the last Board meeting.
13. The total ask from the remaining Board budget across these four projects is **£63,600**.

Recommendations

It is recommended that the Board:

- 1) **Consider the four Stage 1 Outcome Proposals attached as Appendices to this report**

Nicole Rickard, Head of Communities and Leisure, East Suffolk Council

Initial Outcome Proposal to the East Suffolk Community Partnership Board – FY2023/24

(Stage 1 Proposal)

<p>1. Name of Project/activity that will deliver the outcome(s)</p> <p>Launch of the Grundisburgh Tech Hub</p> <p><u>Our Mission:</u> Increasing digital inclusion and reducing isolation whilst keeping the community safe online</p> <p><u>Our Vision:</u> To provide digital literacy and help with fraud prevention through education and support services to all Grundisburgh & other Carlford and Fynn Valley community members whatever their personal economic status.</p>
<p>2. Key outcome(s)</p> <p>Quarterly Workshops open to all (whatever their personal economic status)</p> <p>Provision of “in demand” technical support services that are cost effective to the community members and is available to all (whatever their economic status).</p> <p>Training modules that include “Mobile Banking, Password Management & 2 Factor Authentication” plus others as directed by the needs of the community.</p> <p>Connection with Higher Education Bodies who provide IT A-Levels/ Degrees to support our work with the elderly whilst giving their students real world experience and possibly the idea of apprenticeships. To be explored.</p> <p>Purchase of some devices in support of the training & workshops.</p>
<p>3. How has the need been identified?</p> <p>A survey was put out in Aug 2023 which received a favourable response, a pilot workshop was run “free of charge” in Nov 2023, 40+ people turned up from a variety of backgrounds and ages ranging from widowed ladies who had little knowledge to retired couples who are now anxious because of fraud. We collected feedback forms from the event encouraging us to do more - a 100% positive response. A high level of anxiety and disenfranchisement from society and life was evident amongst the elderly. Rural needs and sense of dislocation are different from those in towns and cities and require a bespoke service to address them.</p> <p>We have just launched advertising for our second (and final free of charge) event for 22 March, with very little marketing 40 people have already booked in (which has attracted some new people – with others who couldn’t make it asking to be kept in the loop for next time).</p> <p>A recent conversation with the Editor of the Fynn Lark News has also got them excited about the events and the editor is about to start promoting to their readership. The Editor of the Grundisburgh News has already started promoting us and has granted a 500 word column in each edition. Both of these publications reach every household in their local area, covering the entire Carlford and Fynn Valley Ward. Once established in Grundisburgh, we envisage a far-and-wide local outreach to a large number of needy communities who are desperate for local, on hand support, assistance and general</p>

basic education to enable them to function as they used to in days pre this take-over of technology. Auxiliary benefits of reduced social isolation and greater social interaction will also be noted.

The initial feedback and support has been very positive for the workshops. We have also started piloting the support service where three requests have been resolved with success and the benefactors have been happy to pay a contribution.

4. Who will benefit from the outcomes?

All residents of our local communities who maybe digitally disadvantaged and struggle to understand how to use their devices (or get the best use out of the apps on their devices) whatever their economic status. We want to educate and keep the community safe from online crime and fraud.

A group of technology savvy individuals have come together to form a social enterprise called the Community Tech Hub to help community members gain the benefit of a professional service whatever their personal economic status. We are available to everyone who needs help. The model can be expanded to all communities making it a more personal and trustworthy offering. The idea of a community led approach appears to engender more trust which is becoming increasingly more important in a world where online fraud and scamming, fake news and contact is not only rampant but eroding confidence, understanding, and reducing an understanding of what is to be trusted. Many people feel abandoned, at risk, and unable to understand/choose the safest technological answer and have started to abandon it as the safest answer. We will try to reverse this trend.

5. How will the outcomes(s) be sustained after the funding period (if appropriate)?

We have established a business model which once rolling can be scaled but will need some form of annual funding support to bridge the gap between the income we can generate and the costs of providing it for the benefit of all whatever their economic status. The challenge will be funding the technical resources required.

Our intention is to start engaging with local corporates including BT on supporting the project with funding and resource. Preliminary discussions have already been completed and were considered promising by those in attendance.

We are also starting to investigate strategic relationships with some local higher education organisations who are providing IT / Technology / Digital A-Levels & Degrees to offer real world experience and on the job training. This will strengthen the student skills, provide community connectivity, deliver rare intergenerational opportunities in a rural area, provide in depth knowledge to fraud prevention and prepare them for the real world of work.

We will be launching a Hackathon in the next 2/3 months to get this started.

It is also noted that the learning achieved in the sessions will enable local residents to become more self-sufficient, both in terms of IT literacy and the additional benefits associated with this, such as wider access to health and employment opportunities. This is expected to reduce the financial inequalities seen between more rural and urban areas.

6. Brief description of the project / activity that will deliver the outcome(s).

The social enterprise is developing three core propositions:

- 1) Education:
 - quarterly workshops in a community location (online safety / how to...sessions)
 - classroom style training to address specific subjects
- 2) Online resources – hints tips e.g. how to recover
- 3) Support Service – help in the home and / or repair the damage caused by issues

This will all be supported by a Community Tech Hub Club Membership Model which can be replicated across other local communities. Membership will be subsidised for those in need, it will be openly promoted to be as inclusive as possible.

It is anticipated that additional and measurable softer outcomes will also be achieved through the actions above. This includes a reduction in social isolation and enabling local communities to develop their own further methods of developing positive relationships. Examples of this in other local projects include walking groups created from attendees of a Community Partnership funded SPOT Wellbeing course held in Grundisburgh in 2022.

The project will further address the matter of 'rural proofing', ensuring that such provision is available in local villages and does not require sometimes challenging travel to more urban spaces.

Start and End dates: 1st April – 31 March 2025

7. Who is involved?

Who is involved in developing this outcome proposal?

Who will deliver the project/activity?

Name of East Suffolk Community Partnerships Board Member supporting the project:

5 directors have been appointed to set up the initial business and have joint responsibility for all service delivery with well-defined roles:

Paul Finch: CEO 45+ years in technology, with a background in software development, business leadership, and charity management.

Will Barber: 20+ years in web development, ecommerce, cyber security and IT education

James Mott: 20+ years in software development in the banking sector, covering many aspects of cyber security and software safety

Phil Bailey: 40+ years in software development and deployment and cyber security, in the MOD and telecoms.

Lynette Chapman: 40+ years in education and learning methodologies

All Directors hold DBS and Safe Guarding Certificates.

8. Give information about match funding here:		
Source of match funding:	Funding confirmed?	Amount (£)
None yet, but expressions of interest have been made to the Suffolk Community Fund and the Digital Inclusion Fund via the East Suffolk Communities Team		

Total project / activity cost	£20,000
Total of confirmed match funding	TBC
Total amount of Strategic funding required	£10,000

9. Identify where the Community Partnership Board Strategic Budget will be spent:	
Description of activity or item (by who and by when where appropriate)	Cost (£)
12-month Marketing campaign	
12-month service operation	
Our total expenses forecast for the next 12 months are approx. £30k, which will be funded by £11k of community member led income. Our operational expenses include the provision of 4 workshops, a number of training sessions and a certain volume of technical support service backed up by the usual expenses of running a business like accountants' fees and management overheads etc. This expense includes marketing costs. This is estimated at £20k per annum. We would anticipate that on a rolling the community led income would reduce the gap to £10k pa.	£10,000
To help us get started we are anticipating the need to acquire a variety of devices covering off the main operating systems and device manufacturers in order that demo applications can be started to support specific training modules. We also need to build a website with relevant security controls and event management. The one off capital expense requirement for this is estimated at £10k.	£10,000
A full budget is available and attached.	
Total	£20,000

10. How will the project / activity be monitored, and outcomes reported (including project risks)?
<p>A company board has been set up with the founding 5 directors chaired by an experienced managing director Paul Finch who has been running business for 30 years. He is also the founder of a Charity called Red trouser Day raising funds for Bowel Cancer Research (founded in 2016, registered with the Charities Commission in 2017. So strong governance has been a key aspect of his leadership.</p> <p>We have already identified our proposed Key Performance Indicators for the first year, we are happy to be led with any additions that may be required to secure the initial funding. We will hold monthly board meetings where a standing agenda has already been created including addressing Training Needs, Conflicts of Interest, Policy Implementation. A monthly board progress report will be created and be available to any funding partners as well as our local community members. Monthly finance reporting will also be created (management accounts) that will be reviewed in the board meeting.</p>

Community Partnership Board Member Declaration:

I confirm that I support this proposal:

Name:

Signature:

Date:

Lead Organisation Declaration:

I am authorised and eligible to sign and approve this proposal on behalf of the lead organisation and declare the information included in this proposal is true and accurate.

By signing below, the information you have supplied is being collected to allow us to process your application. By completing this form, you consent to East Suffolk using your information in this way.

I understand that in the assessment of this proposal the Council may share information contained within it, with other core funders for funding programmes we have applied too, relevant Council directorates and committees. If you do not provide your consent, we will not be able to process this proposal.

Your information will not be used for any other purpose unless we obtain your consent or unless permitted by law.

Due to corporate retention requirements for financial information, your information will be retained for 7 years. You can request that your information is deleted at any time.

Data will be processed and held securely and in accordance with the UK General Data Protection Regulation and the Data Protection Act 2018 (and any updates).

Further information about data protection and the full Communities Team privacy notice can be found on the East Suffolk Website <http://www.eastsuffolk.gov.uk/assets/Your-Council/Access-to-Information/Privacy-Notices/Communities-Privacy-Notice.pdf>

Please enter your name below only if you agree to be bound by the terms set out in this form. We will treat this as your signature of the form.

Full Name: Paul Finch

Signature: *Paul Finch*

Date: 16/2/2024

Please submit this proposal to the Funding Team at grants@eastsuffolk.gov.uk Hard copies can be submitted and returned to: Funding Team, East Suffolk Council, East Suffolk House, Station Road, Melton, Woodbridge, IP12 1RT.

Community Tech Hub

Increasing digital inclusion
whilst keeping the community
safe online



The Problem

- We are living in a high technology era in which everyone is required to adapt and learn new skills. For a number of people who have problems coping with this revolution, they have been left behind and feel both marginalised and socially disenfranchised by the continuing advances and changes
- In addition, the world has become increasingly interlinked with the ability to connect to any device anywhere and at almost anytime. Whilst this brings many benefits, it also gives the criminal element easier access to vulnerable people and their data through their own devices
- Many members in our local communities find it hard to differentiate between genuine requests (received by email, phone or messaging apps) and fraudulent attempts to steal their money
- Many members in rural communities are unable to afford professional technology support and training services
- There is a growing proportion of people who are becoming more and more isolated and use of technology is a good answer, but is causing anxiety and mistrust owing to the fraud issues
- Criminals are using technology to convince their prey to unwittingly handover access to their bank account details and/or credit & debit cards
- Criminals are also stealing people's identities to open up fake accounts in their name(s)
- Many people have been persuaded to pay or transfer large sums of money to fraudsters
- This causes terrible stress, anxiety, depression and on many occasions serious financial hardship





The Answer

The Community Tech Hub

A group of technology savvy individuals have come together to form the Community Tech Hub which is supported by local grant funding to help community members gain the benefit of a professional service whatever their personal economic status. We are available to everyone who needs help.

1) Education:

- quarterly workshops in a community location (online safety / how to sessions)
- classroom style training to address specific subjects

2) Online support resources - hints tips e.g. how to recover from a hack

3) Technical Support Service - help in the home and / or repair the damage caused by issues



Directors’ Details

All live in Grundisburgh/Culpho and are active members of the local community

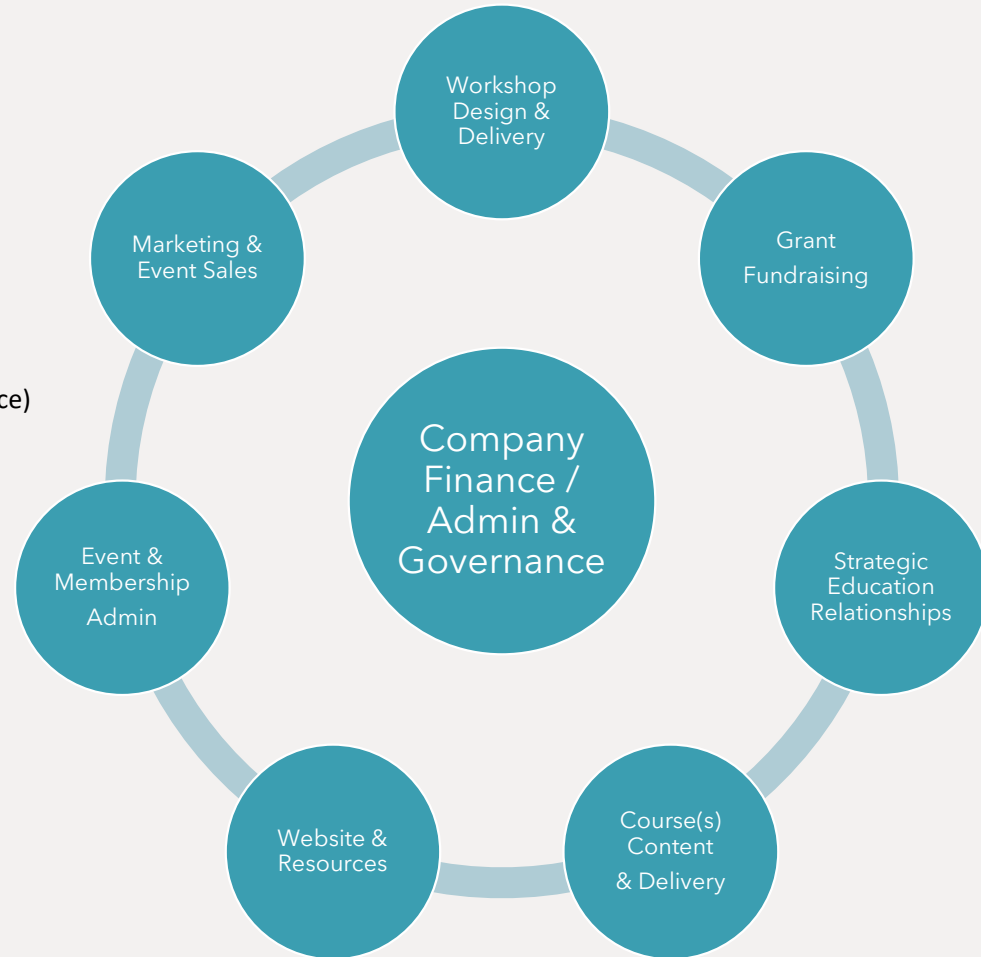
- **Paul Finch:** CEO 45+ years in technology, with a background in software development, business leadership, and charity management.
- **Will Barber:** 20+ years in web development, ecommerce, cyber security and IT education
- **James Mott:** 20+ years in software development in the banking sector, covering many aspects of cyber security and software safety
- **Phil Bailey:** 40+ years in software development and deployment and cyber security, in the MOD and telecoms.
- **Lynette Chapman:** 40+ years in education and learning methodologies

All Directors hold DBS and Safeguarding Certificates

The organisation required to make this work

Team Leads

Workshop Design & Delivery	James/Will/Phil
Course Content & Delivery	Will/Phil/James
Event & Membership Admin	Paul
Marketing & Event Sales	Will/Paul/Lyn
Fundraising (Grants)	Paul/Will/Lyn
Company Finance Admin & Governance	Paul (Chair) / Phil (Finance)
Website & Resources/Content	Will/James
Strategic Education Relationships & Advisor to team	Lyn



Promotion of our services

To promote our offer and services to the local communities surrounding Grundisburgh, the CTH have set a plan which includes:

- Regular use of the Grundisburgh Gmail events group
- An article in the Grundisburgh News Magazine for 500 words in each edition
- Direct emailing through our own database, with the intention to create a membership model where word also spreads by word of mouth for people to join the group
- Article in Fynn Lark News Magazine (for parishes of Great & Little Bealings, Playford & Culpho)
- We will also promote on the usual local social media sites like “Nextdoor”, Facebook etc
- The placement of posters into the various local shops and deli
- Suffolk County Council are inviting us to add our details into their Digital Inclusion Online Resource Signposting
- Promotion to the local Rotary & 41 Club
- Promotion to Major Banks to help them to help their customers use the mobile banking apps
- Plus anything East Suffolk Council can do to help
- Plus whatever funding partners can / want do
- Plus Suffolk County Council registers (including Suffolk Info Link register of Digital Services)



What do we need to fund?

- Trainer & Consultants time
- Business administration costs
- Meeting room hire for up to 40 people at desks / tables
- Refreshments for participants
- Materials for participants
- Guide books (to be developed)
- Equipment covering the major combinations of devices
- Printing
- Software licenses
- Travel expenses
- Advertising
- Website (development, hosting and maintenance)
- Insurance(s)

Our business model

We are expecting to charge as follows:

- 1) Attendance at quarterly workshops £5 / month or £50 upfront to include 4 x 2-hour sessions and will include access to resources
- 2) Training classes on specific subjects £50 per head / day with subsidies available
- 3) Online resources
- 4) Support Service - charged at £20/hour with subsidies available

Please note these charges are not market rates and will not cover the true costs of the individuals performing the work, we are requiring subsidies or sponsorship to help make this work for the benefit of the local communities

We are also hoping to have a small fund available to subsidise the proposed charges listed above for people who really cannot afford any expense like this. This will improve digital inclusion for all.

Being a social enterprise, we have nominated an Asset Lock with Community Action Suffolk so in the event the business folds for any reason, all accumulated assets are transferred for the benefit of the local community.



We are seeking initial funding support of £20k

- £10k of one off capital expenses for equipment & devices
- First year gap on income v expenses £10k

A full first year budget is available on request



Contact

paul@communitytechhub.org

will@communitytechhub.org

phil@communitytechhub.org

james@communitytechhub.org

lyn@communitytechhub.org

Community Tech Hub

Increasing digital inclusion whilst keeping the community safe online

Initial Outcome Proposal to the East Suffolk Community Partnership Board – FY2023/24

(Stage 1 Proposal)

1. Name of Project/activity that will deliver the outcome(s)

Suffolk Mind 'The Comprehensive Toolkit' courses in two East Suffolk CP areas

2. Key outcome(s)

- Improved mental health and wellbeing in East Suffolk communities
- Increased confidence in supporting people who are struggling with their mental health and wellbeing

3. How has the need been identified?

In 2022 the Board approved the 'Well Minds East Suffolk' project and invested just over £122k of funding over two financial years to support a range of projects including free places for East Suffolk Schools on a mental health focused Theatre in Education programme, free places for VCFSE organisations and youth services on the Suffolk Mind 'The Essentials' training and funding for Communities Together East Anglia to run Cuppa and Chat sessions.

The programme was a real success and some of these initiatives have continued, funded through the Emotional Needs Audit programme (SCC).

However it is clear that there is still significant unmet need within East Suffolk communities amongst all age groups –

- Higher levels of depression than the national average amongst patients at 8 (of 25) GP surgeries in East Suffolk
- Rates of emergency hospital admission for intentional self-harm are statistically higher than the England average
- In 2023, 1 in 5 young people (8-25) had a probable mental health disorder and urgent referrals to mental health crisis teams from this age group were three times higher than 2019
- Suicide is the second highest cause of death in 15–24-year-olds

At its meeting in September 2023, Board members received a presentation on Inequality in East Suffolk and then voted to identify the top priorities for action in terms of 'Tackling Inequalities'. Mental Health and Wellbeing was voted the top priority, although it is already a Board priority in its own right.

At the December 2023 Board meeting, the Board approved an outcome proposal which included £25,000 of funding for Mental Health and Wellbeing, including the production of a Well Minds East Suffolk booklet to highlight sources of information, advice and support, work with the SCC Behavioural Insights team to encourage people to look after their own mental health and wellbeing and projects to promote better sleep. However it is clear that more needs to be done to meet the significant levels of unmet need in East Suffolk.

4. Who will benefit from the outcomes?

The main beneficiaries from this project will be:

- Community groups and voluntary organisations supporting people struggling with their mental health and wellbeing
- Individuals struggling with their mental health and wellbeing
- Residents in the Aldeburgh, Leiston, Saxmundham and Villages and Beccles, Bungay, Halesworth and Villages Community Partnership areas

5. How will the outcomes(s) be sustained after the funding period (if appropriate)?

Further courses could be run in the target/other CP areas if funding can be secured from other sources – this could include Councillor Enabling Communities budgets or external funding.

6. Brief description of the project / activity that will deliver the outcome(s).

The proposal is to fund Suffolk Mind to deliver their Comprehensive Toolkit training to 12 delegates in both the Beccles, Bungay, Halesworth and villages Community Partnership area and the Aldeburgh, Leiston and Saxmundham and villages Community Partnership area (24 delegates in total).

The package offered by Suffolk Mind in each area includes:

1. The **Comprehensive Toolkit training** – face to face training at a venue in each Community Partnership area. This is aimed at individuals needing extra help and the training consists of eight core modules delivered over four full days and three half days. The Comprehensive Toolkit provides attendees with an in-depth understanding of mental health, the challenges people face, and why. Alongside this knowledge, Suffolk Mind teach effective tools and strategies delegates can practise. In turn, they will be able to confidently support someone, and enable them to meet their needs

The Comprehensive Toolkit Delegates must commit to attending all 8 sessions			
<p>Session 1 The Essentials</p> <p>Introducing the Mental Health Continuum; understanding innate emotional needs and resources; the three barriers to securing good mental health; gain the essential knowledge that underpins emotional wellbeing.</p>	<p>Session 2 How to Work Effectively with the Human Brain</p> <p>Four points of intervention when planning a strategy; unconscious patterns in the brain; understanding fight- or-flight; the language of emotion; the stress response; the relaxation response; the 3 'P's'; challenging negative thinking and self-talk. Maximise the effectiveness of your interventions with up-to-date knowledge.</p>	<p>Session 3 Understanding the Mental Health Continuum</p> <p>Understanding the Mental Health Continuum in depth; gain knowledge of the signs, symptoms and medication; dispel myths and unhelpful beliefs; understand the overlap between mental health conditions. Gain profound insights about the mental health continuum and the REM State.</p>	<p>Session 4 Effective Communication</p> <p>Understanding the language of distress; reflective listening and mastering the three reframes; pacing and mirroring; protecting your wellbeing from the effects of negative language unpacking abstractions; solution focused language; separating people from their problems. Help the most 'stuck' clients find the positive in every situation.</p>
<p>Session 5 RIGAAR Workbook</p> <p>Bring your skills together into a coherent model; learn the framework to stay focused with the most challenging clients; fine-tune rapport building skills; gather concrete information to boost change; set collaborative goals which meet needs; access your client's hidden resources; agree strategies which boost motivation for change.</p>	<p>Session 6 Understanding Suicide and Self-harm</p> <p>Use the emotional needs and resources model to understand suicide and self-harm. Learn how you can offer support and act to keep people safe. Look at the links between suicide and self-harm and identify common misconceptions. Build your confidence in talking about and responding to suicide and self-harm. Reflect on your own self-care.</p>	<p>Session 7 The Cycle of Addiction</p> <p>The relationship between mental health and addiction; the three components of any successful strategy to overcome addiction; reward and punishment mechanisms in the brain; the motivational cycle of change; the addictive component of self-harm and eating disorders; why self-medicating is so prevalent.</p>	<p>Session 8 Ethics and Wellbeing</p> <p>Why ethical practice is rooted in emotional wellbeing; what an emotionally healthy organisation looks like; the role of pattern-matching and perception in shaping culture; the two types of context-blindness in organisations and how to avoid them. Protect your organisation from context-blindness and toxic attitudes.</p>

2. Ongoing personal development - **Mastering Skills**, which are reflective group sessions. It is recommended that delegates do this quarterly after completing The Comprehensive Toolkit, to keep up to date with skills and best practice, etc
This is available to anybody that has completed The Comprehensive Toolkit. People are able to discuss issues they're facing, and problem solve using the Emotional Needs Approach as well as build confidence and resilience. Each delegate that completes the Comprehensive Toolkit is entitled to 1 free place on the Mastering Skills workshop. Subsequent sessions will be charged for. Alternatively, delegates can attend the open sessions
3. A free Effective Practitioner Network

Start and End dates: April 2024 start date, training delivered by September 2024

7. Who is involved?

Who is involved in developing this outcome proposal?	East Suffolk Council Councillors and Officers have worked with Suffolk Mind to develop this proposal.
Who will deliver the project/activity?	Suffolk Mind
Name of East Suffolk Community Partnerships Board Member supporting the project:	Caroline Topping, Chair (Temporary), Beccles, Bungay, Halesworth and Villages Community Partnership

8. Give information about match funding here:

Source of match funding:	Funding confirmed?	Amount (£)
Aldeburgh, Leiston, Saxmundham and Villages CP	N	£2,000
Beccles, Bungay, Halesworth and Villages CP	N	£2,000

Total project / activity cost	£22,000
Total of confirmed match funding	£4,000
Total amount of Strategic funding required	£18,000

*** plus the funding available through individual Community Partnership for aligned projects and through the CP Board for the Well Minds East Suffolk programme (£18,000)**

9. Identify where the Community Partnership Board Strategic Budget will be spent:

Description of activity or item (by who and by when where appropriate)	Cost (£)
See above – on delivering two face to face courses – one in each Community Partnership area	£18,000
Total	£18,000

10. How will the project / activity be monitored, and outcomes reported (including project risks)?

A report will be produced by Suffolk Mind at the conclusion of the training (including numbers) and then after six months.

The outcomes and impact of this training will be compared with the Mental Health First Aid training commissioned by Lowestoft Rising for the Lowestoft area as part of the COMF funded Emotional Needs Met programme.

Community Partnership Board Member Declaration:

I confirm that I support this proposal:

Name: Caroline Topping, CP Board Chair and interim Chair of Beccles, Bungay, Halesworth CP

Signature:

Date:

Lead Organisation Declaration:

I am authorised and eligible to sign and approve this proposal on behalf of the lead organisation and declare the information included in this proposal is true and accurate.

By signing below, the information you have supplied is being collected to allow us to process your application. By completing this form, you consent to East Suffolk using your information in this way.

I understand that in the assessment of this proposal the Council may share information contained within it, with other core funders for funding programmes we have applied too, relevant Council directorates and committees. If you do not provide your consent, we will not be able to process this proposal.

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Please enter your name below only if you agree to be bound by the terms set out in this form. We will treat this as your signature of the form.

Full Name: Nicole Rickard

Signature:

Date:

Please submit this proposal to the Funding Team at grants@eastsuffolk.gov.uk Hard copies can be submitted and returned to: Funding Team, East Suffolk Council, East Suffolk House, Station Road, Melton, Woodbridge, IP12 1RT.

Initial Outcome Proposal to the East Suffolk Community Partnership Board – FY2023/24

(Stage 1 Proposal)

1. Name of Project/activity that will deliver the outcome(s)

'Box Up' – expanding the 'Box Up' piloted developed and funded through the Lowestoft and Northern Parishes Community Partnership

2. Key outcome(s)

- Improved mental health and wellbeing
- Reduced social isolation and loneliness
- Increased levels of physical activity and participation in leisure/sports
- Increased activity participation with people on lower income

3. How has the need been identified?

A task and finish group was set up via the Lowestoft and Northern Parishes CP to come up with project ideas to address their priorities. The task and finish group undertook extensive research into innovative ways of addressing their priorities (which are focused on physical and mental health and wellbeing and isolation and loneliness) and the favoured option was the 'Box Up' pilot.

The aim of the project is to increase sport and leisure participation as this is known to support positive mental health and wellbeing. As most ball games require others to join in, it is hoped that using the equipment could also help reduce social isolation and loneliness.

It is well evidenced that being physically active contributes to better health and wellbeing outcomes, including reducing the risk of developing major illnesses and managing existing health conditions. There is also a wider value to society and the economy.

“Increasing activity levels is a win/win for individuals, society, for local and national government and the health and social care system. However, getting there can be complex and will take a concerted and joint effort between all partners to overcome the barriers preventing people to be active. “

(Local Government Association)

The Lowestoft and Northern Parishes Community Partnership has allocated a total of £16,500 for two eight unit 'Box Up' boxes which will be located in Normanston Park and on the seafront (South Beach).

The Box Up project was specifically cited in the Rural Proofing Workshop held at the December 2023 Board meeting as an example of a project that could have a positive impact if rolled out to rural communities, hence the emphasis on rural communities in this bid.

4. Who will benefit from the outcomes?

The main beneficiaries from this project will be:

- Families visiting public spaces in three target Community Partnership locations who can use 'Box Up' to access sports and leisure equipment
- Individuals struggling with their mental health and wellbeing, loneliness and/or isolation
- People on low incomes who may not be able to afford sports/leisure equipment

5. How will the outcomes(s) be sustained after the funding period (if appropriate)?

Following the pilot, the CP areas covered may choose to fund additional locations or extensions of the offer in the current locations. There is the option to relocate the units if they are not well used.

6. Brief description of the project / activity that will deliver the outcome(s).

The purpose of BoxUp is to encourage people to get moving by offering an innovative and autonomous equipment loan system which is totally free to use, with the aim of promoting physical, sporting and leisure activities to the wider public, these boxes can be placed in the heart of green spaces or close to urban areas.



The proposal is that the pilot in the Lowestoft and Northern Parishes CP area would be extended (with one additional four unit box in this CP area), an eight box unit in another CP area and a further two four-box units placed in two other CP areas (interest has been expressed by the Melton, Woodbridge and Deben Peninsular CP in being one of the two locations).

The Units cost £8,100 to rent per year for an 8 box unit and £4,050 for a 4 box unit. This includes a funding allocation for mounting the unit on a plinth (depending on the terrain in the chosen location) and covers use of the App, damage and theft cover (including replacement contents). An allocation of £100 per location has been included for bespoke stickers on the units.

The boxes are solar panel controlled and only Bluetooth is required to use the app. The boxes are made from sustainable material and guaranteed for 10 years. There is the option to buy the equipment after the 1-year rental period, with a price reduction based on the initial rental outlay. Any member of the public can sign up to the Box Up App using a form of I.D (decided by the CP) to loan equipment for a specified time (usually 3 hours). The App allows them to open the box and remove the equipment that they have selected. This could include things like a cricket bat and ball, tennis rackets and ball, Frisbee, football etc.

How to use Boxup?



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New users
register on the
BoxUp
application
available on [App
Store](#) and [Google
Play](#).



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Users select an
available locker
containing the
equipment from
the nearby BoxUp
station.



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The equipment is made
available free of charge to
the population in
accordance with the
general conditions of use.



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The activity ends by
taking a picture of the
material in the locker
through the
transparent glass.

The App used can record key information about usage, for example:

- each time someone loans the equipment (is it being utilised/is it popular?)
- how many hours it was loaned for
- what equipment was used (identify what is popular or not)
- age of the person (target certain age ranges)
- postcode area. (how far are they travelling to use them/target deprived areas)

The boxes can be relocated, or the equipment changed, if the data shows low usage in any given area. The boxes can be used for equipment other than leisure equipment, for example the location in Normanston Park in Lowestoft has waterways adjacent to it – and there has been interest at previous CP meetings regarding nature and wildlife projects.

East Suffolk Services (ESS) are contracted by East Suffolk Council and have been commissioned by the Council to oversee the project. As there will potentially be multiple Box Up locations across East Suffolk, ESS will be best placed to deal with contracts and service level agreements as the supplier of the BoxUp brand is based in Switzerland. Once locations are agreed for the three boxes, ESS will site them and erect the concrete plinth if required. The launch of the BoxUp project will include a pilot 'launch' in Lowestoft where 3 members of Catch22 will invite young people they work with to show them how to download the app and access the equipment.

The BoxUp units will initially be rented for a 1-year period which will give time to establish if the equipment is being utilised. The Lowestoft and Northern Parishes CP Task and Finish Group carried out research into similar concepts and established that there are currently no other providers using this facility/technology together. If the CP decides to purchase the boxes after the rental period, the initial outlay will be taken off the purchase value.

The boxes have an advertising facility on the side which would enable the promotion of CP Board and individual CP projects, as well as other promotional material.



BoxUp will be the first project in the UK and could reach national news. Currently boxes are based in Switzerland (2020) followed by 5 cities in Ireland: Dublin, Cork, Limerick, Galway and Waterford. (July 2023). BoxUp will have a launch event comms via the Communities team Facebook Pages and other ESC social media sites.

FAQ's

Do you provide the equipment for the lockers? Is that sourced from a local company near us, or do you ship from Switzerland?

From a local UK company, each station will be delivered empty, and material will come separately from suppliers.

Could you please provide us some data on the most popular equipment across Switzerland and Ireland?

It's hard to tell, it will depend the place and the infrastructure in the area available to the public. Of course, putting ping-pong rackets when you have a table, football when you have a field, basketball when you have a net is always a good idea! If a locker is not really used over time, we are really keen to change/adapt the material if needed.

How do other parks clean the equipment after they've been used? Do they put wipes in the lockers?

Some have someone in charge to check lockers once a week other don't. We don't provide wipes.

How many items can you put in a box/locker? We were wondering if you could have 1 box with numerous equipment (i.e., ping pong & tennis & basketball etc).

Footlockers can have up to 98cm length and 60cm wide items, enough to fit a scooter + a skate. Normal locker is 60x50cm and can welcome up to 2 balls (one adult + one child size for example)

ID - We are still having difficulty with identification as we don't have citizen cards that are as commonly used as they are in Ireland and Switzerland. We think we would need a system that accepts lots of different ID's, would this be possible? For instance, could it accept: Passport, Driving Licence, Student Cards or a Library Card (that may not have a photo?)

We accept all types of ID document (including Passport, Driving Licence, Student Cards or a Library Card). If the IA scanner doesn't recognize the document, user can send it to our chat and our support team will manually register them. We just need to have at least the last name and the birthdate of the user on the document.

We want to use one of the boxes for personal equipment with a local nature organisation, would this be possible? How easy is it for you to set up our own box with our own equipment? How would this work on the app?

No problems we can arrange that. You just have to send us a picture or link of which material will be put in each locker and we will add it on the app.

Start and End dates: Orders would be placed late March 2024 with delivery and installation from June 2024.

7. Who is involved?

Who is involved in developing this outcome proposal?

The membership of the Lowestoft and Northern Parishes Task and Finish group have led the development of the officer, supported by the two East Suffolk Council Communities Officers.

Who will deliver the project/activity?

East Suffolk Services Limited (working on behalf of the CP Board)

Name of East Suffolk Community Partnerships Board Member supporting the project:

8. Give information about match funding here:

Source of match funding:	Funding confirmed?	Amount (£)

Total project / activity cost	£24,800
Total of confirmed match funding	*
Total amount of Strategic funding required	£24,800

* the Lowestoft and Northern Parishes CP has already made an investment of £16,200 for two eight box units

9. Identify where the Community Partnership Board Strategic Budget will be spent:

Description of activity or item (by who and by when where appropriate)	Cost (£)
One eight box unit and two 4-box units in 4 different locations, including one in the Lowestoft and Northern Parishes CP area and one in the Melton, Woodbridge and Deben Peninsular CP area	£24,800
Total	£24,800

10. How will the project / activity be monitored, and outcomes reported (including project risks)?

Usage reports will be considered at regular intervals by the relevant Community Partnership and then an overview provided of usage across the five different locations (3 in Lowestoft and 2 in more rural locations)

Community Partnership Board Member Declaration:

I confirm that I support this proposal:

Name:

Signature:

Date: 01/12/23

Lead Organisation Declaration:

I am authorised and eligible to sign and approve this proposal on behalf of the lead organisation and declare the information included in this proposal is true and accurate.

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Full Name: Nicole Rickard

Signature:

Date:

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Initial Outcome Proposal to the East Suffolk Community Partnership Board – FY2023/24

(Stage 1 Proposal)

1. Name of Project/activity that will deliver the outcome(s)

E-bike pilot scheme in two East Suffolk Community Partnership areas

2. Key outcome(s)

- Increased physical activity
- Additional evidence of how sustainable transport works in rural communities

3. How has the need been identified?

Following the May 2023 elections, there were initial discussions with the newly elected councillors in the Framlingham, Wickham Market, Kelsale and Yoxford and villages CP area about the potential to provide access for residents to e-bikes. This was after an enquiry was made by a resident about e-bikes and how this was a way that residents in rural communities could get around in an environmentally friendly way.

The initial idea was to provide e-bikes on stands that people can freely use and then put back on charge. There is a rural precedent on this from Cumbria that could be replicated if there is need. In order to establish more of a sense about potential take-up in East Suffolk, the suggestion is to fund a pilot in the area with bikes being loaned to residents. This is similar to a SCC scheme where Hurricane Bikes loan a bike to a resident and SCC cover the subscription fee of the bike.

Both Framlingham, Wickham Market, Kelsale and Yoxford and villages and Melton, Woodbridge and Deben Peninsula Community Partnerships have considered or adopted environmental priorities. Transport has come up as part of this, including ways residents can be encouraged to travel in a more environmentally friendly way.

The SCC scheme has been successful thus far in the county with some notable press coverage: [‘Bike Library’ pilot project launched to promote active travel in Lowestoft | Suffolk Growth](#). This project seeks to adopt a targeted focus on rural areas to offer the opportunity of e-bike use to residents in parishes as a way to get around. This focussed approach will develop evidence of need of e-bikes in rural settings. An example of this pilot approach working in other sectors is care where 40 bikes were allocated for care workers and 90 expressions of interest were received.

4. Who will benefit from the outcomes?

The main beneficiaries will be Individuals living in rural areas who wish to travel more via bicycle but cannot afford this or a bicycle is challenging (e-bikes being easier to pedal and being less strenuous due to the electric assist).

5. How will the outcomes(s) be sustained after the funding period (if appropriate)?

The scheme could be run in other CP areas if there is need and if funding can be secured from other sources – for example, Councillor Enabling Communities budgets or external funding. If evidence is established that this form of travel is popular, it will be scoped about a model where e-bikes could be freely accessible to cycle and put back.

6. Brief description of the project / activity that will deliver the outcome(s).

This funding would subsidise the subscription fee on e-bike loans thus reducing the costs to the end user. A call would be put out for expressions of interest, and these would be reviewed by a panel in each CP area, Successful applicants will be granted a loan of a bike by Hurrecane to try. The criteria would need to be refined but might include low-income, advised by doctor to keep active after a health issue etc. Hurrecane provide the maintenance and repairs and do an induction on the bike.

Start and End dates: May 2024 start date with 6 month loans ending in November 2024

7. Who is involved?

Who is involved in developing this outcome proposal?

East Suffolk Council Officers have worked to develop this proposal and the idea has been discussed previously with ward councillors

Who will deliver the project/activity?

Hurrecane ebike Ltd

Name of East Suffolk Community Partnerships Board Member supporting the project:

TBC

8. Give information about match funding here:

Source of match funding:	Funding confirmed?	Amount (£)

Total project / activity cost	£10,800
Total of confirmed match funding	
Total amount of Strategic funding required	£10,800

9. Identify where the Community Partnership Board Strategic Budget will be spent:

Description of activity or item (by who and by when where appropriate)	Cost (£)
The subscription for an e-bike loan for 6 months is £300 (6 months of £50 per month subscription). The funding will cover the subscription on 36 bikes (6 per ward x 6 wards across the two CP areas included in this pilot) for 6 months. In some cases, the subsidy of £50 may be less as someone can afford some but not all of the fee.	£10,800
Total	£10,800

10. How will the project / activity be monitored, and outcomes reported (including project risks)?

Bi-monthly progress reports from Hurrecane and a pre and post survey with recipients of the e-bike loan.

Community Partnership Board Member Declaration:

I confirm that I support this proposal:

Name:

Signature:

Date: INSERT

Lead Organisation Declaration:

I am authorised and eligible to sign and approve this proposal on behalf of the lead organisation and declare the information included in this proposal is true and accurate.

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Full Name: INSERT

Signature:

Date:

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