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& northern
parishes

Lowestoft and northern parishes Community Partnership

Chair: Councillor Paul Ashdown (East Suffolk Council)

Vice-Chair: Danny Steel (Lowestoft Vision)

East Suffolk Councillors:

Councillor Paul Ashdown	Councillor Louise Gooch
Councillor Edward Back	Councillor Frank Mortimer
Councillor Peter Byatt	Councillor Trish Mortimer
Councillor Linda Coulam	Councillor Keith Patience
Councillor Janet Craig	Councillor Malcolm Pitchers
Councillor Tess Gandy	Councillor Keith Robinson
Councillor Andrée Gee	Councillor Mary Rudd

Suffolk County Councillors:

Councillor Jenny Ceresa	Councillor Craig Rivett
Councillor Ryan Harvey	Councillor Jamie Starling
Councillor James Reeder	Councillor Melanie Vigo di Gallidoro

Partnership Organisations:

Local Town and Parish Councils
Suffolk Constabulary
Great Yarmouth and Waveney Clinical
Commissioning Group
Community Action Suffolk
Lowestoft Rising
Business Community
Youth Community
Environment

Members of the **Lowestoft and northern parishes Community Partnership** are invited to a meeting to be held via Zoom, on **Tuesday, 28 September 2021 at 6.00pm**

This meeting will be broadcast to the public via the East Suffolk YouTube Channel at <https://youtu.be/f-rFwpMEyBY>

Agenda

Pages

1 Welcome and Apologies for Absence

2	Action Notes To confirm the Action Notes of the last meeting held on 22 June 2021.	1 - 8
3	Presentation: One Life Suffolk	
4	CP Board Update Report - 6 September 2021 To receive the Update Report from the last Board meeting held on 6 September 2021.	9 - 10
5	Updates from Task and Finish Groups Phil Aves will report back in relation to the Mental Health and Wellbeing Task and Finish Group. Karen McCormack will report back in relation to the Childhood Healthy Eating Task and Finish Group.	
6	Funded Project Updates To receive any updates in relation to funded projects.	
7	Partnership Priorities To receive and discuss the results of the recent survey sent to partners in order to identify any gaps or challenges within the area relating to the three priorities.	
8	Partnership Funding 2021/22 To receive an update in relation to the above.	
9	Date of Next Meeting To confirm the date of the next meeting as Wednesday, 15 December 2021 at 6pm.	

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Lowestoft and Northern Parishes Community Partnership

Action Notes of the Meeting held on Tuesday, 22 June 2021

held remotely via Zoom

ESC Councillors – Councillor Paul Ashdown (Chairman), Councillors Edward Back, Peter Byatt, Linda Coulam, Janet Craig, Andrée Gee, Louise Gooch, Malcolm Pitchers and Keith Robinson.

SCC Councillors – Councillor James Reeder

Town and Parish Councils – Peter Armstrong (Corton Parish Council), Tina Newby (Clerk Oulton Broad Parish Council), Miles Thomas (Lound Parish Council).

Partnership Organisations – Phil Aves (Lowestoft Rising), Karen McCormack (SCC), Danny Steel (Lowestoft Vision).

Others present – Gary Bellward (Economic Development), Sarah Davis (Democratic Services Officer), Sue Meeken (Political Group Officer for Labour Group), Sarah Mortimer (CAS), Nicole Rickard (Head of Communities), Darren Newman (Economic Development), Councillor Letitia Smith, Louise Thomas (Communities Support Officer) and Rachel Tucker (Communities Officer).

Item	Discussion
1.	<p>Welcome and Apologies</p> <p>The Chairman welcomed everyone to the meeting and thanked Officers for their hard work over the last year. He also announced that Rachel Tucker had been seconded to another Council post for a year but would continue to provide some support to the Partnership.</p> <p>It was noted that apologies for absence had been received from Councillors Patience and Vigo Di Gallidoro, Stephen Baker (Lowestoft Vision), Nicki Cooper (SCC Public Health Suffolk) and Jenny Hinton (Oulton Parish Council).</p>
2.	<p>Notes from the last meeting</p> <p>The notes from the last meeting on 3 March 2021 were approved, subject to the reference on item 5 to Oulton Parish Council receiving £2K being amended to Oulton Broad Parish Council, and also on item 5 the correct title was East Suffolk Travel Association and not Traveller.</p>

3.	<p>Terms of Reference</p> <p>The Partnership received the updated generic Terms of Reference for all the Partnerships and noted that the main changes related to quoracy, voting and the inclusion of three wording changes following the recent Rural Proofing work.</p>
4.	<p>Review Membership</p> <p>In light of the requirement to review the Partnership’s membership on an annual basis, partners reviewed the list. The point was stressed that there was a need for Parishes to be represented if they wished.</p> <p>AGREED That the Membership List remain the same without any changes.</p>
5.	<p>Appointment of Vice-Chairman</p> <p>AGREED That Danny Steel remain as Vice-Chairman of the Partnership.</p>
6.	<p>Community Partnership Board Update</p> <p>The Chairman reported that Danny Steel had attended the last Board meeting in his absence and the Partnership received an update from Nicole Rickard on the Board’s discussions. It was noted that Lisa Perkins (BT) had been re-appointed as Vice-Chairman and the Board’s Terms of Reference had been updated to reflect the changes made to the individual Partnerships’ Terms of Reference.</p> <p>The Board had allocated funding for several projects relating to employment and work readiness as well as a pilot project from Student Life providing peer to peer mental health support. A presentation had been given relating to vulnerability in East Suffolk post Covid which identified issues and certain groups of people adversely affected. This had then been used as a platform for a range of discussions with Partners who had identified their top three priorities or high demand. The Covid Task and Finish Group would meet again to look at opportunities to focus on some of the issues identified. It was noted that the Board were also launching funding schemes to help communities eg a boost for those with dementia and community foods projects. The Community Partnership Chairmen or Vice-Chairmen present had also given an update on what was happening in their Partnerships.</p> <p>It was noted that the next meeting of the Board would focus on an update from the Transport Task and Finish Group and a hoarding project.</p>

	<p>Clarification was sought on whether the Board could provide funding to expand the existing Rugby Club Mini-Bus Community Transport project and Nicole responded that £80K was available for transport projects and the September Board meeting would discuss the process on how to bid for the funding. Councillor Coulam suggested that it would be good to extend a community transport type scheme into the Gunton St Margaret's estate as it had no buses.</p>
<p>7.</p>	<p>Presentation – Rural Proofing</p> <p>The Partnership received a presentation from Sarah Mortimer who explained that the Council had commissioned Community Action Suffolk on how to adopt a rural proofing approach to their work. She had met each Partnership Chairman and Communities Officer and it was clear that everyone was keen to use this approach. A generic toolkit had been created with examples of projects or services and a specific one would be developed for this Partnership in due course. Sarah stressed that each Partnership might take a different approach but she was available to help support them until the end of March. She suggested that the Partnership think about what this meant for them eg how the Partnership would find out what was important to residents in rural areas and what evidence there was; look to see if there were any gaps in the membership and identify rural champions.</p> <p>ACTION Sarah Mortimer to email the slides to Partnership members.</p> <p>AGREED That a Task and Finish Group be established to look into this in more detail.</p>
<p>8.</p>	<p>Presentation – Lowestoft Towns Fund</p> <p>The Partnership received a presentation giving an update on the Fund and the next steps. Darren Newman reported that five projects had been approved in 2021 for £24.9m and the project would run from March 2022 to 2026. A five step approach was being taken for the Business Case eg Strategic, Economic, Financial, Commercial and Management cases and these would take approximately a year to do.</p> <p>Gary Bellwood gave details of the initial proposals for the Cultural, Historic and Station Quarters which would include not only key outputs but also demonstrate social value. Some projects would also involve match funding. In addition, improvements would be made to the Port Gateway and South Seafront Vision. It was hoped that these improvements would attract future investment into the town.</p> <p>Darren stated that the concepts were being developed and a new website would be launched shortly to showcase publicity events including public engagement and</p>

business forums. It was noted that an Ambassador event would take place on 16 July 2021 from 10-2 and would focus on Tourism and Leisure.

Clarification was sought on when the Boardwalk would be completed and Darren responded that it was hoped this project would be one of the first to be delivered but it would not be this summer. It was noted that the beach wheelchairs were still available for use on the sand but when the boardwalk was installed this would allow for normal wheelchair access.

A question was raised on what was happening in the middle part of the town as Poundstretcher was leaving. Darren explained that this was part of the Cultural Quarter and it was expected that the area would have a mixed use so it was not as reliant on retail. He added that the idea was to develop a plan that supported the future of the town and provided an opportunity to relocate and attract new businesses into the town. Whilst this approach was welcomed, the point was made that the Bascule Bridge needed to remain open to vehicular traffic otherwise the town could not survive.

A question was raised as to when work on the East Point Pavilion would start given the shelter had been shuttered up and had broken glass. Darren explained that it was expected Planning Permission would be completed by the end of the year and he promised to look into the shutter.

Clarification was sought on whether the projects included revenue funding to maintain the facades and keep the area clean and tidy and free of weeds. It was also questioned whether utility companies were being engaged. Darren confirmed that discussions were being held with utility companies to tie up works to limit disruption and the level of street cleanliness was being looked at in the short and long term.

Reference was made to the Ice House on Whapload Road and it was noted that this was a project in the Improvement Plan and Officers were working closely with Associated British Ports on their Master Plan for the area.

The Chairman commented that he hoped that some of the facilities would encourage healthy eating as Childhood Obesity was a Partnership priority. He also suggested that support should be given to the Museum in Nicholas Everitt Park as it contained the history of Lowestoft. Darren responded that the Towns Fund was only available to fund specific projects identified in the bid, however, the wider programme was about addressing issues and not just about having a financial return. He explained that Officers were trying to also provide other wider benefits to the community eg looking at the space available and how it was used, but he was not able to comment on other potential projects or support for individual buildings. Andrée Gee endorsed the Chairman's comments about the Museum in

	<p>the Park stating that the building needed repointing. Darren confirmed that one of his colleagues was working with the County Council on a proposal for this and they would contact the Parish Council in due course. Louise Gooch also stressed the need to integrate health outcomes into all the projects and provide signage to link projects.</p> <p>ACTION Darren Newman to investigate the state of the East Point Pavilion shutters and Officers to contact the Parish Council in due course in relation to the Museum at Nicholas Everitt Park.</p> <p>AGREED That the position be noted and the Officers be thanked for their report.</p>
<p>9.</p>	<p>Update from Task and Finish Groups</p> <p>Phil Aves, Chairman of the Mental Health and Wellbeing Task and Finish Group reported that the CCG and NEFT had funded a crisis café from 11pm to 7am seven days per week on the Gorleston High Street as it was between Lowestoft and Great Yarmouth and was close to A&E at the hospital. A wellbeing café was now open on Wednesdays at Sam’s Café to enable people to get help and support. Over 8000 children across 20 schools had now taken part in the Mental Health in Schools Programme and 4 dedicated staff had received training to support other staff with addressing children’s mental health issues such as self-harming, eating disorders, anxiety and depression. The Partnership funded Sunday walks in the Park and teenage café sessions were still on ice waiting for Government advice regarding numbers as there were some concerns that the walks would be overwhelmed. Phil, Rachel and Louise were working on a Holiday Activities Fund to ensure that children on free school meals in particular had good food when taking part in the activities.</p> <p>Karen McCormack gave an update in relation to the Childhood Obesity Task and Finish Group’s activities. The Partnership was reminded that the Amsterdam Model had not yet come to fruition due to Covid restrictions, however, the opportunity had been taken to progress the Healthy Movers Initiative funded by the Partnership and County Council. It was noted that the Shaping Places for Healthier Lives bid for the Kirkley and Harbour Wards was one of 14 bids now at Stage 3 of the process which had unlocked £25K to obtain community insight including asset mapping, to move forward to the next round. C3 Collaboration for Health had been commissioned to obtain the community insight and gather qualitative and quantitative data and the report would be made available in due course. If successful, £300k would be granted across three years and the outcome of the bid would be known in mid August. Karen stressed that the County Council wished to continue with the Amsterdam Model when appropriate as this</p>



	<p>complemented the Shaping Places project. The Chairman referred to the School Allotment project funded by the Partnership and suggested that this should be expanded to other schools in partnership with the County Council and Karen agreed to look into this.</p> <p>ACTION Karen McCormack to investigate expanding the School Allotment Project to other schools in the area and share the insights report and video once available.</p>
10.	<p>Project Updates – 2019/20 Funding – Voice of a Friend Project</p> <p>Rachel Tucker gave an update from the NES CAB on the project and it was noted that initially there had been 72 clients, 55 of whom were being supported by 18 volunteers. 6 clients were awaiting a befriender and the CAB had had 23 new referrals since the start of the contract. 57% of the clients were female and 29% were disabled and 61% had long term health conditions.</p> <p>Louise Thomas stated that she had spoken to Re-Engage who were a national befriender and they were willing to assist NES CAB. She expressed concern that some people still did not have a befriender and pointed out that some referrals had been made by Council staff when undertaking the vulnerable calls so those people really needed to have a befriender. She added that increasing the number of befriended a volunteer had would help to ensure no-one was on the waiting list. Rachel reminded the Partnership that the current contract ended in October.</p> <p>ACTION Officers liaise with NES CAB about getting people off the waiting list and, in conjunction with the Chairman and Vice-Chairman, consideration be given to the way forward for this project after October.</p> <p>AGREED That the updates be noted and Phil and Karen be thanked for their hard work.</p>
11.	<p>Project Updates</p> <p>(a) 2020/21 Funding</p> <p>Karen McCormack gave an update in relation to the Healthy Movers project which was launched at the end of April and would be evaluated in October 2021. The Partnership was reminded that this project involved 10 early years settings, educating very young children and parents about the benefits of being active. The trainers were accredited and it was a train the trainer model. The Chairman suggested that the trained trainers should visit other schools in the area.</p>

	<p>ACTION Karen to show the pack contents to the next Partnership meeting.</p> <p>In relation to the Lowestoft Walks Project, it was noted that the Nicholas Everitt Park Walk had over 2000 views, Lighthouse and Ness Point had 296 views, Lound Heath Circular Walk had 1042 views and Claremont Pier had 361 views.</p> <p>Rachel reported that, following a request on social media for suggestions for the location of the next walk, 11 participants had responded and six of these had voted for the Waterways and Broads on a Boat mile through Mutford Lock and up Lake Lothing which would then film the third crossing construction. She added that phase 2 of the project was now underway and a brochure would be created for distribution to elderly people complexes. Phase 3 was to take the virtual reality side into schools.</p> <p>In relation to the Small Grants Scheme for 2020/21, partners were reminded that £10,805 had been allocated.</p> <p>(b) 2021/22 Funding</p> <p>The Partnership was reminded that a further £10K had been allocated for another Small Grants Scheme and Rachel reported that 13 applications had been received which would have totalled £20K but in the end five applications had been approved totalling £7,610.83 including the Seagull Theatre (mental health well child support group for boys), Oulton Happy Circle Club (over 80's club to help make building Covid safe and clean), Blundeston and Flixton Play Park, Somerleyton School Allotment Project, Lowestoft and Great Yarmouth Rugby Club. Seven applications had been deferred and one had been rejected, all of which would be contacted by Kevin Wegg. The Chairman suggested that District and County Councillors might want to help fund some of the projects that were deferred or rejected.</p>
<p>12.</p>	<p>Partnership Member Updates</p> <p>The Chairman stated that he felt the Partnership had already achieved a lot on mental health and wellbeing but perhaps slightly less progress in relation to Childhood Obesity. He asked Partners if they had any other suggested projects.</p> <p>Peter Byatt referred to the earlier comment regarding disabled access to the beach and the Chairman reminded the Partnership that this was being dealt with as part of the Boardwalk project but if Partners wished to do something outside that then they could.</p>

	<p>Louise Gooch suggested that further virtual walks such as Pakefield and Kensington Gardens etc might be good. The Chairman suggested that Louise Gooch liaise with Louise Thomas on this.</p> <p>James Reeder, as the new Cabinet Member for Children and Youth People Services, suggested linking obesity with eating disorders. He pointed out that this also impacted on the mental health and wellbeing of children. Phil Aves agreed and stated that they had now widened the term to “Healthy Weight” to cover not just obesity but also anorexia and he suggested the Partnership do the same as that would enable partners to address under and over eating as well as under and over activity. Karen McCormack agreed with the comments and stated that the County Council now used different language to encompass the needs of the people rather than just labelling it as childhood obesity.</p> <p>AGREED That the priority be changed to “Childhood Healthy Eating” rather than Childhood Obesity.</p>
<p>13.</p>	<p>Priorities for 2021/2022</p> <p>The Chairman suggested that, given the discussions, the priorities remain unchanged.</p>
<p>14.</p>	<p>Dates of Future Meetings</p> <p>Tuesday, 28 September 2021 - 6pm</p>
<p>15.</p>	<p>Any Other Business</p> <p>Peter Byatt referred to the Poor White Children report which he said was very concerning and it was agreed that a Task and Finish Group be established to talk this through and look at a way forward.</p> <p>ACTION Peter Byatt, James Reeder, Phil Aves and Karen McCormack form a Task and Finish Group to look in particular at the Poor White Children report.</p>

The meeting concluded at 8.00pm

Key outcomes of the East Suffolk Community Partnership Board meeting held 6 September 2021

All eight Community Partnerships are represented on the Community Partnership Board by their respective Chairs. Community Partnership Board meeting agendas / papers / presentations / minutes can be viewed [HERE](#)

1. Report from Transport Task and Finish Group

The Board received a report ([HERE](#)) and presentation on behalf of the Task and Finish Group, including input from Transport East about alignment with regional and national ambitions, and considered a revised outcome proposal ([HERE](#)) for total funding of £180,000. £80,000 was agreed in 2020/21 and therefore the request was for an additional £100,000 from 2021/22 to be allocated across five projects:

£50k for the expansion of the BACT service into the Lowestoft and Northern Parishes CP area

£50k for a further Demand Responsive Transport pilot

£10k towards marketing of the KATCH service, with a view to accessing more villages on its route

£20k for active travel pilots to complement the DRT schemes

Up to £50k for the development of a mobile app to support the DRT and active travel pilots and enable a further expansion of DRT solutions into new areas of East Suffolk.

During the meeting it was also announced that a new Katch DRT service would be launched around the Snape/Tunstall area in the next few weeks.

The Task and Finish Group reiterated their offer to meet with Community Partnerships to discuss specific transport needs in their area – please contact Jack Raven at jack.raven@sizewellc.com.

2. Focus on Community Partnerships

An updated Progress Report, which can be found [HERE](#), summarising activity in each of the eight Community Partnership areas was received by the Board. The Board then received a short presentation from the Chair and Communities Officer from two of the eight Community Partnerships – Beccles, Bungay, Halesworth and villages and Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership. These presentations highlighted achievements to date and examples of innovation.

3. Covid Impacts Task and Finish Group / Hoarding Outcome Proposals

The Board considered a report ([HERE](#)) produced by ESC on behalf of the Task and Finish Group which reminded the Board of the funding allocated to date in response to the Covid-19 pandemic - a total of over £300k over three financial years. The report then focussed on the priorities identified by seven strategic partners at the June Board meeting. In total the list includes nine areas of focus, including the existing Board priorities of Social Isolation and Loneliness and Mental Health and Wellbeing. Since the meeting, partners have undertaken a piece of work to identify activity against each of the nine priorities and what else could be done under the auspices of the Board. It is proposed that the Task and Finish Group should meet a final time to consider any projects that could be developed into outcome proposals to be considered at the December Board meeting.

The Board also considered an outcome proposal (which can be found [HERE](#)) around Self Neglect and Hoarding developed by the ESC Private Sector Housing Team in conjunction with Access Community Trust. The need for this project had been identified during the pandemic and the first quarter has been funded through the Councils funding to support Clinically Extremely Vulnerable people, match funding of £30,000 is available from MHCLG. The request for £22,500 of funding was agreed by the Board.

4. Focus on BT

The Board received a presentation from Lisa Perkins, Vice Chair of the Board, about the work of BT, with a particular focus on their focus on innovation and work in the community. This focused on four key areas of activity:

- Education and Skills, including a STEM focussed education programme
- DigiTech Centre at Adastral Park linked to the University and including support for SMEs with things like marketing and promotion
- Health and Wellbeing, including the provision of PPE and loan of people and kit during the pandemic, and current trials of digital and robot solutions health and care providers
- Transport optimisation engine to match schoolchildren with transport, and EV fleet management

This is the first in a series of presentations from Board partners at each quarterly meeting.

5. 2021/22 Community Partnership Forum

An update was provided on proposals for the 2021/22 Community Partnership Forum. The report includes a reminder about the 2020 Forum which was a week-long event held virtually which included 10 separate sessions. The proposal in December 2020 was to hold a hybrid event in 2021, culminating in a face-to-face event for up to 200 people at Trinity Park on November 5th. Given the ongoing concerns about the spread of the virus (particularly the Delta variant) across the country, it was agreed that the full Forum event would be pushed back to March 25th, 2022, and to use the 5th of November slot for a face to face Community Partnership Board workshop at Trinity Park for up to 45 people which will enable us to socially distance. The focus would be on visioning for 2022, receiving a report on the LGA Peer Challenge to be held in October and any data that is available at that point.

6. Any other Business

The Chair reminded the Board that the LGA 'deep dive' Peer Review of Community Partnerships is taking place between 12-14 September 2021 and thanked those who were involved in interviews and focus groups for their participation.

There was also a discussion about potentially moving the meetings to Teams which will be explored further as there are pros and cons to both Zoom and Teams.

Nicole Rickard, Head of Communities, 07/09/21