



East Suffolk
Community
Partnerships
Bringing ideas to life

Kesgrave,
Rushmere St Andrew,
Martlesham, Carlford
& Fynn Valley

Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership Meeting

Monday 11 July 2022 at 2pm

Grundisburgh Village Hall, Ipswich Road, Grundisburgh, IP13 6TJ

Partnership Priorities

- Improve road safety education, particularly relating to Quiet Lanes, personal visibility and householder responsibility
 - Make our natural environment more accessible to residents, and safer to use
 - Support individuals' wellbeing by strengthening existing community networks
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Meeting Goals

1. To discuss and identify potential future projects that require further investigation.
2. To discuss and determine the three proposals received (papers attached).

| Standing Items | | Lead | Supporting papers |
|--|--|--------------------------------------|-------------------|
| 1 | Action Notes | Ben Bix, Democratic Services Officer | Yes |
| 2 | Community Partnership Board Update | Nicole Rickard, Head of Communities | Yes |
| 3 | Current projects update | Andy Jolliffe, Communities Officer | None |
| 4 | Community issues, including Youth Voice themes | All | Yes/ Discussion |
| 5 | Date of the next meeting | All | None |
| 3 October 2022, 2pm, venue to be confirmed | | | |
| Meeting Items | | Lead | Supporting papers |
| 6 | Annual Review of the Terms of Reference | Ben Bix, Democratic Services Officer | Yes |
| Focus questions | | | |
| 1. To conduct the annual review of the terms of reference and make any suggestions for amendment | | | |

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| 7 | The new priorities – practical actions | Andy Jolliffe, Communities Officer | Yes |
| Focus questions <ol style="list-style-type: none"> 1. Reminder of SMART priorities 2. Project/scheme ideas and discussion 3. Further detail to add to any proposals 4. Agree actions to take forwards, including working group arrangements | | | |
| 8 | Proposals | Andy Jolliffe, Communities Officer | Yes |
| Focus questions <ol style="list-style-type: none"> 1. To consider proposals for projects that will help achieve the priorities | | | |

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| Chair: Chris Blundell (East Suffolk Council) Vice-Chair: Elaine Bryce (Suffolk County Council) Communities Officer: Andy Jolliffe andrew.jolliffe@eastsuffolk.gov.uk | Partnership Organisations: East Suffolk Council Suffolk County Council Local Town and Parish Councils Suffolk Constabulary Ipswich and East Suffolk Clinical Commissioning Group Community Action Suffolk Business Community Youth Community Environment |
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**Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn
Valley Community Partnership**

**Action Notes of the Meeting held on Monday 11 April 2022 via the Zoom
video conferencing system**

Core Membership:

ESC Councillors – Chris Blundell (Chair), Tony Fryatt, Colin Hedgley, Stuart Lawson, Ed Thompson.

SCC Councillors – Elaine Bryce (Vice-Chair).

Town and Parish Councils – Joanna Abbott (Kesgrave Town Council), Alan Comber (Kesgrave Town Council), Jean Ellinor (Tuddenham St Martin Parish Council), Eddie Lawrence (Brightwell, Foxhall and Purdis Farm Group Parish Council), Jan Pedgrift (Charsfield Parish Council), James Wright (Rushmere St Andrew Parish Council).

Others present – Luke Bennett (ESC Partnerships Manager), Andrew Jolliffe (ESC Communities Officer), Matt Makin (ESC Democratic Services Officer)

| Item | Discussion |
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| 1. | Welcome and Apologies Apologies for absence were received from Sue Prentice (Great Bealings Parish Council). |
| 2. | Election of a Vice-Chair It was agreed by consensus that Elaine Bryce be elected as the Community Partnership's Vice-Chair for the 2022/23 year. |
| 3. | Notes of the Previous Meeting The notes of the meeting held on 10 January 2022 were agreed by consensus. |

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| 4. | <p>Community Partnership Board Update</p> <p>Luke Bennett (LB) outlined the Board’s meeting of 7 March 2022, which had been the first face-to-face meeting of the Board since the COVID-19 pandemic began. LB provided an overview of the following points discussed at that meeting:</p> <ul style="list-style-type: none"> • Presentations from Community Partnerships: <ul style="list-style-type: none"> ○ Aldeburgh, Leiston, Saxmundham and villages ○ Melton, Woodbridge and Deben Peninsula • An update from the Mental Health Task and Finish Group • Tackling Inequalities – focus on financial inequality • An update from the Transport and Travel Task and Finish Group • A presentation from the Greenprint Forum • An update on the (then) upcoming Community Partnership Forum on 25 March 2022 |
| 5. | <p>Review of the Community Partnership’s Membership</p> <p>Andy Jolliffe (AJ) provided an outline of the history of town and parish involvement with Community Partnerships, noting that the Terms of Reference had been refreshed to allow Community Partnerships to add all the parishes in the area to its core membership if it so wished.</p> <p>AJ said that all parishes in the Community Partnership area had actively engaged with the Community Partnership in some shape or form since its inception and said that it was important to have as broad a representation in the core membership as possible. AJ suggested that the Community Partnership today agree that those parishes not already part of the core membership be added to the core membership.</p> <p>ACTION – On the proposition of Colin Hedgley, seconded by Stuart Lawson it was unanimously agreed by the Community Partnership to add the following parishes to the core membership:</p> <ul style="list-style-type: none"> • Brightwell, Foxhall and Purdis Farm Group Parish Council • Burgh Parish Meeting • Charsfield Parish Council • Dallinghoo Parish Meeting • Debach Parish Meeting • Great Bealings Parish Council • Grundisburgh & Culpho Parish Council • Hasketon Parish Council • Little Bealings Parish Council |

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| | <ul style="list-style-type: none"> • Otley Parish Council • Playford Parish Council • Swilland & Witnesham Parish Council • Tuddenham Parish Council • Westerfield Parish Council |
| 6. | <p>Peer Challenge – Feedback and Recommendation</p> <p>LB gave a presentation on the recent LGA Peer Challenge Review of East Suffolk Council (ESC), explaining that ESC had selected Community Partnerships for its focused piece of work as part of this process.</p> <p>LB referred to the paper circulated with the agenda which highlighted the feedback of the Peer Challenge Review and summarised the event held at Trinity Park in November 2021 to consider this feedback and the suggested actions and priorities identified at the session.</p> <p>Chris Blundell (CB) said that the process had shown that Community Partnerships were working well on the whole and that the action plan created from the Peer Challenge Review would look to expand their work with further ideas and features.</p> |
| 7. | <p>Review of the Community Partnership’s Priorities</p> <p>AJ outlined the need to review and refresh the Community Partnership’s priorities and noted the progress made by the Community Partnership on its current priorities. AJ said it was important to review where the Community Partnership was and what needed to be done moving forward.</p> <p>AJ advised that today’s discussion was to agree the refreshed priorities ahead of solution-focused work taking place at the next meeting in July 2022, which would be the Community Partnership’s first face-to-face meeting since the start of the COVID-19 pandemic.</p> <p>AJ summarised the local insight summary document that had been circulated with the agenda and outlined that the feedback from respondents had indicated that the current priorities should be retained but further refined to make them more specific and achievable targets.</p> <p>The priorities were discussed by the Community Partnership and the following points were raised:</p> <ul style="list-style-type: none"> • The need for inclusivity • Using physical activity to support mental health • More projects with tangible impacts |

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| | <ul style="list-style-type: none"> • Focus work on social isolation and loneliness on the COVID-19 recovery, mental health and young people • Working with East Suffolk Council on environmental targets to ensure the Community Partnership was working with the Council and not against it • Consulting with key partners • Physical activity accessible to all ages and abilities <p>ACTION – it was agreed that the three priorities should focus on:</p> <ul style="list-style-type: none"> • Road and traffic safety • The environment/climate emergency • COVID recovery (health, isolation, community) <p>ACTION – AJ to arrange a working group to refine the identified priorities and give them precise focus; all of the Community Partnership to receive an invitation to this working group.</p> |
| 8. | <p>Feedback from the Road Safety Forum</p> <p>AJ provided an update on the Road Safety Forum which covered the following key points:</p> <ul style="list-style-type: none"> • The background of creating the Road Safety Forum • The meeting to formulate the group and its first meeting proper • The first proper meeting saw 15 parishes attend and 17 different actions for a variety of parties agreed • Its fluid agenda for the benefit of the participants • Upcoming work to analyse Speed Indicator Device (SID) data from across the Community Partnership area • Suffolk Constabulary will be attending the next meeting • The next meeting will be discussing the changes to the Highway Code and beginning to plan Road Safety Week 22 <p>AJ said that the next meeting of the Road Safety Forum would take place via Microsoft Teams on 9 May 2022 and that all partners were welcome to attend.</p> <p>Tony Fryatt (TF) asked for an update on the lorry survey from Suffolk County Council; Elaine Bryce (EB) said that this information was coming forward shortly and would be presented to Suffolk County Council’s Cabinet.</p> |

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| 9. | <p>Youth Voice Update</p> <p>AJ provided an update on Youth Voice:</p> <ul style="list-style-type: none"> • The background and structure of the project • Created as a response to East Suffolk Council's need to serve a large number of people and a direct way of young people having direct contact with the Council • Reports for each Community Partnership area summarising the feedback are produced on a regular basis • The project has moved from collecting information via comment boxes in schools to collecting information online through a simple form on the ESC website • The Community Partnerships are represented in the form with questions linked to the priorities • Notable issues raised in the Community Partnership's area were active transport and space for young people • Solutions to the issues raised will be looked at when the Community Partnership meets in person in July 2022 • An update on Youth Voice will be provided at all future meetings <p>AJ confirmed that the reports will be circulated to all schools in the Community Partnership's area once finalised.</p> |
| 10. | <p>Any Other Business</p> <p>James Wright (JW) thanked all involved in organising the recent Community Partnership Forum and considered it had been a fantastic and well-organised event.</p> |
| 11. | <p>Dates of next meeting:</p> <p>Monday 11 July 2022, 2pm, Grundisburgh Village Hall, Ipswich Road, Grundisburgh, IP13 6TJ</p> |

The meeting concluded at 3.25pm.

COMMUNITY PARTNERSHIP CHAIR'S BRIEFING NOTE

COMMUNITY PARTNERSHIP BOARD – 13 JUNE 2022

HELD AT BT, THE HUBBLE ROOM, ADASTRAL PARK, IPSWICH, IP5 3RE

1 Introduction

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

2. Vice Chair for 2022-23

Lisa Perkins will continue as Vice Chair of the Community Partnership Board. Lisa is Director of BT Adastral Park and Research Realisation.

3. Focus on Community Partnerships

The Board received the following update on activity of the eight Community Partnerships: [Community Partnerships Summary of Activity](#)

The Board then received a short presentation from the [Carlton Colville, Kessingland, Southwold and Villages Community Partnership](#) and the [Framlingham, Wickham Market and Villages Community Partnership](#)

4. Implementation of the Peer Challenge Action Plan

The Board received a verbal update from Nick Khan:

A major step in our development of the Community Partnerships was to invite a team from the Local Government Association to review our progress and make recommendations on what they observed. The review took place over three days 12 – 14 October 2021. At the conclusion of the review, the Team shared insights they had gained through the process and gave recommendations for East Suffolk Council and the Community Partnership Board to consider. Although the review was very positive, there were areas identified where we could do better.

The Community Partnership Delivery Group is delivering the Peer Review Action Plan to address these issues on behalf of the Board. The first phase is structured around three priorities:

1. Each Community Partnership needs to RESET after lockdown:
 - Review / refresh priorities
 - Produce a focussed Plan of what they will deliver
 - Set SMART outcomes
2. Each Community Partnership needs to equip itself to deliver its plan:
 - Build confidence to take a proactive problem-solving approach
 - Engage the right people to get the job done
 - Gain the necessary skills to perform the task well
3. We must all communicate what we do:
 - Between Community Partnerships to share best practice
 - Internally within East Suffolk Council to embed the process
 - Externally to promote the benefits of Community Partnerships to our residents

5. Annual Report 2021-22

Steve Gallant presented the [Annual Report 2021-22](#) which reviewed the progress that the Board and the eight individual CP's have made in achieving their original ambitions.

Covid restrictions and lockdown have had a profound effect on the development of CP's BUT we should recognise the outstanding achievement of all eight CP's and the Board by continuing to operate virtually, finding creative ways to engage online, and delivering tangible support to their communities during the pandemic.

With SALC support we have had successes in engaging Town and Parish Councils – but there is more to do, so we have recommissioned SALC for another 12 months.

We have enjoyed good support from our private sector partners on the Board, but not so much at CP level. The Board set up a small task group to develop proposals on how we can work more closely with our local businesses.

We recognise that we have not publicised the magnificent work that the Community Partnerships are doing enough and are taking steps to address this. Early progress includes:

- Completely refreshed website so that our residents can easily find out more about their Community Partnership.
- Publishing our first quarterly e-newsletter to promote communications between the CP's and partner organisations.

6: Report from the Tackling Inequalities Task Group

Chris Abraham introduced the [Report from the Tackling Inequalities Task Group](#) and the accompanying [Outcome Proposal](#) that included a request for £100,000 this financial year.

Nicole Rickard reported that the Task and Finish Group had used information provided by Suffolk County Council based on their Making Ends Meeting cost of living profile and information dashboard. As a result, four themes have been identified – see below – and it is key to identify any gaps in provision, boost funding available and collaborate with existing projects.

Money:

Key Challenges – Are people accessing the right benefits? Can people budget properly? Do they have access to a bank account? Are people able to afford the relevant ID documentation (e.g. passport or driving licence) they required to access bank accounts and other services? How do we identify and assist those people who were Just About Managing (JAMs)?

Food and Essentials:

Key Challenges - Some people have a lack of cooking facilities, cannot afford to purchase cookers and must rely on food made with hot water. Others are just unable to afford basic items such nutritious food, school uniform / interview clothes or basic items for personal

hygiene, such as a toothbrush. People may also lack the skills to cook with basic, nutritious ingredients. Some people in work are in desperate need of assistance from Food Banks but are not able to attend during their opening hours.

Energy and Fuel:

Key Challenges – The high cost of energy to heat homes and to cook, as well as the high cost of fuel, affecting all forms of transport, both personal and public.

Housing:

Key Challenges – Increased pressure on the home rental sector. More people falling into rent arrears and then facing potential eviction over time. Homes falling into disrepair as homeowners or landlords cannot afford to repair them, which will exacerbate other issues such as poor health

Nicole provided the Board with a list of 65 projects identified by the Task Group for them to consider and the top scoring projects were as follows:

E3 Network of 'Warm Rooms' for Winter 2022/23

F1 Food Network Coordinator

M3 Expand the Family Early Intervention Model

F3 Expand 'Your Local Pantry' across the District

M1 Develop a comprehensive ES Financial Inclusion Framework

E9 Handyperson to fit draught excluders, curtains, LED bulbs etc

F7 Expand 'Cooking on a Budget' classes

H5 Use data to identify people who need support asap

F11 and F15 Fund microwaves and slow cookers (and energy cards)

F5 'Comfort Food' project – a free hot meal and drink at a local café

M8 A fund to pay for people to access ID documents

M7/M12 MECC for key workers / workers to go where people are

F8 Food to Fork projects – community allotments/gardens/planters

E12 Access to clean, warm bedding

M5. Build on digital projects (libraries) to make kit and support from digital champions available

F14 Fund School Uniform, Prom and Interview clothes

The Board agreed that the outcome proposal attached to the report, requesting the allocation of £100,000 to the emerging East Suffolk Cost of Living programme was approved – and that a report on progress be received at the next Board meeting on 5 September 2022.

7: Outcomes from the Annual Forum 2022:

Luke Bennett gave a summary of the [Report on the Outcomes of "Bringing Ideas to Life" the Community Partnership Annual Forum 2022](#)

The Board agreed that the Forum had achieved high impact against its original purpose.

8: Update from the Mental Health Task and Finish Group

Nicole Rickard updated the Board on [Progress in Delivering the Well Minds East Suffolk Project](#) since the Stage 2 outcome proposal was approved in late March 2022

Luke Bennett, Partnerships Manager, East Suffolk Council.

Road Safety Forum

Update report for the Community Partnership – July 2022

The most recent Road Safety Forum on 9th May 2022 was again well represented with several apologies received from interested parties.

Key outcomes from the meeting

- Suffolk Police agreed to take the SID data discussed at the meeting to their enforcement team to request action at those particular sites. It was noted that providing such data to the Police allowed for a stronger case for enforcement teams to visit with a more targeted approach.
- SID data was shared and discussed from two parishes. Information from other sites is expected at coming meetings to create a wider understanding of speeding issues.
- Road Safety Week 2022 in November was briefly discussed following success in Carlford and Fynn Valley last year. Attendees have been asked to bring ideas to the next meeting to agree action to take forwards.
- Foxhall Road/Bell Lane junction was raised as an ongoing concern by representatives, with suggestions to improve visibility including the removal of green verges and replacing them with shingle or similar alternative.

Since the May 2022 meeting

Significant progress has been made. Relevant staff at County Council within their road safety scheme team have been invited to future Forums and meetings and are working to share knowledge and resource to improve road safety, particularly in relation to areas surrounding primary schools. East Suffolk Councils parking enforcement team have also agreed to attend primary schools on an ad hoc basis to encourage positive parking at key times. This will be supplemented with correspondence to parents that focuses on the positive parking behaviour shown by most.

Councillors McCallum and Lawson met with County Councillor Paul West in Kesgrave and discussed issues relating to Foxhall Road and Bell Lane junction. Prior to the meeting, the suggestions made by the Forum were passed to Councillor McCallum. A positive meeting was had and the need for urgency and action was highlighted. Cllr West is due to meet regularly to discuss issues around Kesgrave. The Forums letter to Cllr West was postponed until after this site meeting and has been amended accordingly.

County Councillor Mulcahy has offered her practical support to any road safety related issues moving forwards within her area.

Next Road Safety Forum Meeting

Monday 5th September, 10am via Microsoft Teams - [Click here to join the meeting](#)

East Suffolk Community Partnerships - Terms of Reference

Community Partnerships (CPs) are an innovative way for the Council, partners and communities to work together to 'bring ideas to life' by taking a local approach to local priorities, following the creation of East Suffolk Council (ES), with larger wards and fewer (55) Councillors.

1. Form and Membership

- 1.1 There will be eight Community Partnerships (CPs), covering the whole of the ES Council area, based on groupings of communities, and using the ES ward boundaries as the building blocks. A plan showing the area of each CP is attached to these terms of reference. The CPs will report to the CP Board and the ES Cabinet.
- 1.2 The core voting membership of each CP will be drawn from the following pool dependent on the priorities of the CP (which means that each CP's membership will vary as some sectors or individuals may not be included as voting members, although they could be included as non-voting interested bodies/people):
 - The ES Councillors for the CP area (between 4 and 14 Councillors)
 - The Suffolk County Council (SCC) Councillor(s) for the CP area (to sit on whichever/however many CPs best fit their SCC Division)
 - 2 representatives (from each Town Council in the CP area)
 - A representative from at least one Parish Council/Meeting for each of the individual ES wards within the CP area
 - A representative from Suffolk Police
 - A representative from Great Yarmouth and Waveney CCG or Ipswich and East Suffolk CCG (whichever serves the CP)
 - At least two representatives from the Voluntary, Community and Social Enterprise sector (VCSE) nominated and supported by Community Action Suffolk
 - At least one representative from the business community
 - At least one representative from the youth community
 - A representative from Lowestoft Rising, Leiston Together or Felixstowe Forward, in the CPs covering Lowestoft or Leiston or Felixstowe.
 - At least one of the core members to be a 'rural champion' – representing and championing the views and needs of rural communities
- 1.3 Core voting members of the CP will be expected to;
 - live, work or trade in the CP area,
 - have sufficient authority to speak for their organisation/partnership and
 - report back to their organisation/partnership on the activities of the CP.
- 1.4 The quorum for any meeting of the CP will be a minimum of 6 voting members of the CP. The membership of the CP will be reviewed annually in May, following the District or County Council elections (where applicable). If there is not a quorum present at each meeting of the CP, it will not be able to make any decisions at that meeting.

Updated: April 2021

2. CP Principles

- Involve local councils, public services, communities, voluntary sector organisations and businesses in planning and delivering joined up services that meet local needs
- Make the best collective use of our assets and resources
- Base decisions on data and intelligence about local places
- Identify, understand and address deprivation, disadvantage and hidden needs and consider how CP decisions impact on both rural and non-rural areas
- Champion, represent and influence on behalf of East Suffolk and the eight Community Partnerships

3. Role of the CPs

3.1 CPs will:

- a) focus on cross cutting issues for which no one organisation is solely responsible
- b) hold an annual CP workshop, ideally including representatives of the wider community of the CP area to set or confirm the priorities for that CP, which are based on local data and knowledge
- c) develop an annual work plan to address the CP priorities for the coming year, and support delivery of the ES Strategic Plan
- d) address the CP priorities and identified gaps in service provision using a solution-focussed and problem-solving approach
- e) monitor and adapt their agenda in response to emerging issues affecting the CP area or a wider area in ES, including issues raised through Youth Voice and other sources of community intelligence
- f) report quarterly to the CP Board, and annually to the ES Cabinet, on progress against their priorities, and provide such other verbal/written reports to other organisations or partnership bodies, as requested.
- g) develop proposals for expenditure against the annual budget of £25,000 per CP and seek authorisation for actual expenditure from the ES Cabinet Member for Communities
- i) bid for additional funds from the ES Strategic Budget and from other external sources in order to deliver the priorities of the CP
- j) create Task & Finish/Working Groups as required to explore specific issues/priorities in greater detail
- k) conduct or commission research into policy or service delivery issues affecting the CP area
- l) actively support and send representatives to participate in the CPs Annual Forum
- m) ensure that all decisions have given due regard to the direct and indirect impacts on rural areas

4. Chair and Vice Chair of CPs

4.1 Each CP will be chaired by an ES Councillor for the CP area, appointed by the Leader of East Suffolk Council. This Councillor will (a detailed Job Description is available);

- fulfil this role until such time as they are replaced by the Leader of East Suffolk Council
- sit on the East Suffolk CP Board
- provide a strong sense of purpose and direction to the CP
- drive the CP's annual work programme
- work alongside a range of Officers including the Communities Officer, Communities Manager and other Communities Team members, Head of Communities and the Partnerships Manager.

Updated: April 2021

- 4.2 The Vice Chair will be elected annually by the members of the CP and will deputise for, and take decisions on behalf of, the Chair in their absence.

5. Meetings of the CPs

- 5.1 CP Meetings will be by invitation but held in public and their style will be inclusive and interactive. Wherever possible they will be organised to problem solve (for example workshop style) rather than as formal meetings.
- 5.2 The “Municipal Year” for CPs will align with the financial year so will run from April to March and meetings will normally be held at least three times each year, although additional meetings may be called by the Chair as necessary, on at least five clear working days written notice. Task and Finish Groups may be established in order to progress Community Partnership business between CP meetings.
- 5.3 The dates of each CP Meeting will be agreed in advance by the CP and they will be held at a suitable venue within the CP area or remotely using video conferencing facilities.
- 5.4 Any member of the CP may request that an item be included on the agenda for a meeting. The meeting papers will be sent out by electronic mail (or post if necessary to those without internet access) to all members of the CP no later than five clear working days before the meeting.
- 5.5 Agendas and action points arising from each meeting will be recorded and published on the Community Partnership pages of the ESC website.

6. Voting

- 6.1 The aim at each CP meeting will be to reach decisions by a consensus with all core voting members of the CP being eligible to vote, and each will have one vote, indicated by a show of hands. The Chair of the CP will determine when there is no consensus and therefore an issue should be put to the vote. However, it is suggested that any funding matters should generally be voted on formally with core voting Members stating their vote verbally. Whichever method is used, a majority vote of those present and voting will prevail. The Chairman of the CP will have a casting vote.

7. Financial Accountability

- 7.1 The ES Council will operate as an accountable body for the eight CPs and the CP Board. The budget for each CP will be allocated against agreed priorities (unique to each CP) and clear criteria (the same for all eight CPs) which will be agreed at the first meeting of the CP each year. These are designed to ensure that this funding is not used for purposes beyond the ES Council’s powers, or the law, and that projects supported align with the ES Council’s Strategic Plan.



Community Partnership Impact Report

Kesgrave, Martlesham, Rushmere St
Andrew, Purdis Farm, Carlford and Fynn
Valley

Community Partnership Impact Report

Impact Report – 2020 – May 2022

As the pressures of the pandemic have gradually reduced, the action of the Community Partnership (CP) has developed significantly. This document highlights the outcomes achieved by the CP so far, and outlines the plans for the next financial year.

The document will relate to works completed around the following priorities.

- Social isolation and loneliness
- Environmental care and sustainable transport*
- Helping people to age well
- Road and traffic safety

*Sustainable transport has not been explored by the CP as it was raised by a number of our similar Partnerships, and subsequently being explored at the CP Board level instead.

Priority One – Social isolation and loneliness

Kesgrave Chinwags (£9,040) – Chinwags have been taking place since Summer 2021 to great success. Each event has been receiving approximately 100 local residents for refreshments, entertainment and social interaction. The Chinwags are now financially sustainable and require no further grant funding from the CP.

Talking Benches (£2,893)– 7 benches were installed in 2021 to eliminate the barriers that prevent fresh conversations from taking place. Most of the benches are sited in more rural locations and have been well received by local residents. Healthwatch Suffolk provided small plaques that signpost to further support if required. Each bench is now in the ownership of the local land owners. This scheme has also been expanded across the district.

Mental Health First Aid Training (£5,708) – over 30 people that have regular public contact have been trained online in basic MHFA. This aims to equip the community with the skills to support and signpost people to the most relevant professional support. Attendees included hospitality staff, church volunteers, voluntary organisations and the safeguarding team from Ipswich Town Football Club, based in Rushmere St Andrew. In May 2022, an additional session was delivered to staff at Kesgrave High School that related to young peoples mental health.

Meet Up Mondays (1,000) – 2 additional sites were launched, both in Kesgrave in areas that surround a part of the town at greater risk of isolation and loneliness. Kesgrave Kitchen and Café 66 received promotional materials and advice about launching the events. Other hospitality venues were contacted, however no further interest was found. Therefore we are now looking to increase capacity at coffee mornings that are already happening across the area, including All Saints Church in Kesgrave that are supporting Ukrainian families new to the area.

SPOT Wellbeing (£5,040) – Six courses, each consisting of 6 sessions, have been delivered across the CP area – two in Kesgrave, one in Martlesham, one in Rushmere village, and two in Grundisburgh. The feedback has been entirely positive from attendees. Data shows that 92% of attendees feel their health and wellbeing have improved because of the course, and 86% feel less isolated or lonely. There are also examples of graduates now starting informal walking groups to maintain the healthy changes they've achieved.

Priority Two – Environmental Care

Small Grant Scheme (£10,818) – 10 grants were awarded in January 2021, ranging from £100 to £1,500. A total of £10,818 was allocated. Schools, voluntary organisations, church groups and conservation groups all benefited from

Community Partnership Impact Report

the grants. Some included capital works to improve biodiversity and habitat, whilst others increased capacity for their current efforts. Many of these projects also have an additional benefit of improving peoples mental wellbeing.

Advice Hub (£2,000) – in partnership with Martlesham Climate Action Group and the Runway Café, a monthly repair hub is now in place along with weekly drop in advice sessions available to local residents. Run by volunteers, residents can receive accurate and balanced information about a range of environmental issues. Plans are developing to explore levels of interest for a similar provision in the rural area of the CP.

Green Communities (£5,520) – 4 small projects were completed, culminating in a document that can be shared with others to inspire and guide similar schemes. Westerfield Station has seen an increase in the habitat and biodiversity, Grundisburgh Play area now has climate resilient planting amongst the equipment, Bredfield have successfully installed solar panels on their village hall and shop, and Bealings Borrowers are bringing young families in to their churchyard to improve and learn about the local habitat. The overarching document is now available on the East Suffolk website and will be shared with the Green Print Forum.

Rewilding working group (£2,030) – a Partnership between several parishes, the group aims to increase local residents actions towards rewilding and the local environment. One example of this includes the provision of 2022 calendars to every property in Martlesham that provides advice and information about the local environment and how people can become involved locally. This work is ongoing and still developing.

Priority Three – Road and Traffic Safety

Road Safety Forums (£0 from the CP) – the CP identified that numerous parishes faced the same concerns relating to this topic. Therefore, a Forum was launched that brings people together to share expertise, knowledge and resource for the benefit of the entire CP area. Three quarterly meetings have been held so far, with a minimum of 10 out of 24 parishes being represented. Suffolk Police also kindly attend and support where possible. Outcomes so far included increased membership of local voluntary organisation SAVID (Safer Village Driving), collaboration between neighbouring parishes relating to Speed Watch, and Suffolk Police agreeing to use Speed Indicator Device data to inform their enforcement team of areas of concern.

Great Bealings safety improvements (£500) – Match funding was provided to support Great Bealings Parish Council in expanding the 30 mph limit through Boot Street, an identified area of high speeds and increased pedestrian risk. The project has been completed and continues to be monitored by regular Speed Watch in the area.

Road Safety Week (funded by the Community Safety Partnership, not our CP) – Several rural parishes came together in November 2021 to promote National Road Safety Week in partnership with the national charity, Brake. Five large roadside banners were installed in key sites around the villages, asking residents to ‘Slow Down, Save Lives’. This was complemented by a week of action from local Speed Watch groups, monitoring and reporting high levels of speeding in key sites. Suffolk Rural (formerly Otley College) also participated, sharing the message with 15,000 social media followers. It’s estimated that at least 45,000 vehicles passed the signage during Road Safety Week. In one hour, 14 motorists were reported for speeding at one site alone. Plans will be developed for further promotion of this national event in 2022.

Hi Visibility Vests for Primary School children (£3,000) – concerns were raised about pedestrians and cyclists across the CP area, particularly primary school age children. Whilst the creation of new footpaths and infrastructure is out of the scope of the CP, over 2,000 hi-vis vests have been distributed to seven primary schools within the CP area. It is intended for them to be returned and reused when appropriate, minimising future costs. One primary school has utilised their Junior Road Safety Champions to promote the message amongst their peers and parents to great success.

Community Partnership Impact Report

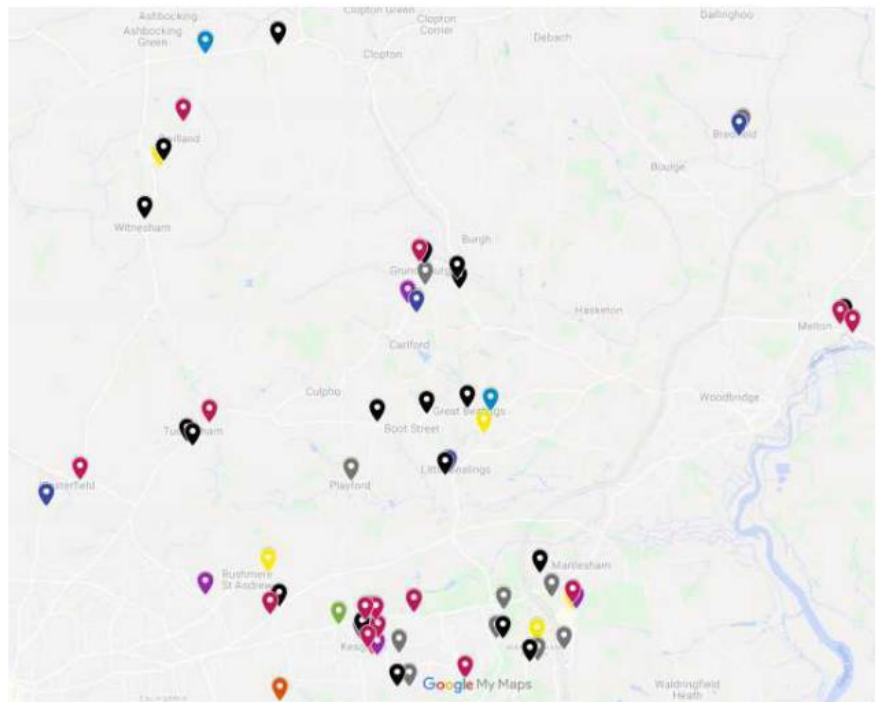
Speed Indicator Device purchases (£9,950) – following extensive research in to other traffic calming measures, it was clear that ‘SIDs’ were the most appropriate option. The data included in them also demonstrates an actual impact on the driving behaviours of people. Subsequently, funding was provided to Rushmere St Andrew and SAVID for the purchases of three more SIDs. This will increase the reach of the scheme, give more data to act upon, and reduce the waiting time each site has before it hosts a SID again. These complement the current provision of SIDs and expand the options for other villages to participate in the scheme.

Gibraltar Crossroads improvements (£2,500) – data supplied by Suffolk County Council and public websites demonstrates that this particular junction is a site of several serious accidents in the past. The CP contributed towards the match funding that allows for practical safety improvements to be made to the junction, reducing the risk of further accidents in the future. Other partners, including our Vice-Chair contributed financially to the project that will be completed in due course.

Impact Map

Below is a link to our Impact Map – detailing all the outcomes linked to the Community Partnerships work. This will continue to be updated as further projects are proposed and delivered.

[Community Partnership Impact Map](#)



Community Partnership Proposal Outline



Martlesham Repair Shed

What is the project/service?

The Repair Shed aims to repair items that otherwise would be destined for landfill through the use of volunteers already linked with local Repair Cafes. Unlike the Café model, the Shed would be able to take on larger, more complex projects that may require more specific equipment or a longer time to repair. Targeted audiences would be the general public, local charities and small businesses where a replacement item would be too expensive or unnecessary.

The delivery model aims to be of mutual benefit to both parties. A donation is agreed prior to commencement of work – usually decided by asking ‘whats the item worth to you?’ and a percentage of it’s ‘new’ value. The donations improve the sustainability of the model and allow local people to recycle rather than purchase new items.

An example may be a local charity that requires a donation or their equipment to be repaired as the purchase of a new version is prohibitive. For a donation by the charity it can have the equipment repaired ready for use or resale to the public.

Membership of local people will be arranged in two tiers. Repairer members will be able to access the equipment during the standard Repair Shop times free of charge. Maker members will also be entitled to access the Shed at any time for their own projects as well. Membership will be £15 per month, however a percentage of donations received from the work at the Shed can subsidise their membership fees.

How was the need identified?

The local Repair Cafes, including the one in Martlesham, have been successful since launch. They are self sustaining and demonstrate the model works. The Cafes are however restricted to the size of the items being fixed, and sometimes the complexity or specialist equipment required prevents a repair from taking place.

The Repair Shed would expand the current provision in the local area, allowing for larger and more complex items to be repaired, further reducing the amount of waste going to landfill.

Which priority does this meet?

‘Support wellbeing by strengthening existing networks’ – expanding the provision of repair sites in the local area whilst not interfering with existing provision.

Although not meeting a current SMART objective, the work of the Repair Shed would also relate to the overarching ‘Environmental Care’ topic.

What are the details about it’s delivery?

The Shed would be open on a weekly basis to receive and repair items. Residents can drop their items at one of the local repair cafes if necessary. For Maker members, access to the site would be available throughout the week – offering an opportunity to improve wellbeing amongst those that attend.

How much funding is required?

£5,000. Because of the sites location in Sandy Lane, Martlesham and its proximity to the Woodbridge CP area, a proposal of match funding £2,500 per CP has been made. This is because the proposal would also meet some of the Woodbridge CP priorities and likely be used by their residents also.

Community Partnership Proposal Outline

If the Woodbridge CP agree to fund, our contribution would reduce to £2,500.

Breakdown of costs

Costs and the entire business plan are attached within this document.

Who is the recipient of the funding?

Suffolk Repair Shed Ltd. Discussion was had around the type of group to be registered as, and this was considered the most appropriate at this time.

In the event that the Repair Shed is unsuccessful and fails to continue operating at any point, the Repair Shed would be required to return the equipment purchased with this funding. It would be donated to similar organisations and charitable groups as appropriate.



SRS12 FAQ.doc

SRS FAQ's

General

Is this the same as the Repair Shop on TV?

Not quite. The TV show employs well-paid professionals to repair items which are often of great value. When they are mended the owners sometimes cry with joy. That's TV. At the Repair Shed, we have skilled volunteers who mend everyday items to the best of their ability to save real people actual money. That's real life.

Is this the same as a Repair Cafe?

Sort of, yes. Like a Repair Cafe (or similar) the aim is to repair ordinary items for people. In a Repair Cafe there are of course limits on the types and size of items which can be looked at, and the opening hours are restricted. Also a central idea is that the owner of the item helps with or at least observes the repair, and so learns from it. At the Repair Shed, the idea is that the owner of the item drops it off for repair, and when the item has been done, it is available for collection.

Is this the same as a Men's Shed?

Sort of, yes, but with a different emphasis. Men's Sheds main aim is improving the mental health of members by providing a safe and secure space for men (mostly) to work and socialise together. It often happens that the principal activity is woodwork. At the Repair Shed the object is to repair items and so prevent them from going to the tip. It turns out that many of these are electrical or electronic items, and so that influences the tools and skills we use, though we are kitted out for metalwork and woodwork as well. However like Men's sheds we provide a space for people to work and learn together.

How does this relate to businesses which earn their living from repair work?

It is very important that the Repair Shed does not clash with local repair businesses by trading unfairly. So if a local enterprise exists to do the work you want done, and are interested in doing it, it would not be right for the Repair Shed to take it on. We'll be working to create a directory of local repair businesses which may be able to help.

For people with items to repair

How can I get my items to and from the shed?

In the first instance items will come in from Repair Cafes. This is possible because sometimes items would take too long to be fixed, or involve a process like welding that couldn't be done at a Repair Cafe, or need a specialist tool. As the Repair Shed develops, we would get more drop-off and pick-up points. There would be a form to fill in, and once

the item has been looked at, we'll get in touch to discuss the repair. There may be parts to buy or other issues.

What will it cost?

The work is done without charge, but we would ask for a voluntary donation to be agreed with you. The question is likely to be "what is it worth to you to have this mended?". Suffolk Repair Shed is a non-profit organisation and relies on donations to continue to offer the service.

Is there a guarantee?

Generally not. Unlike a professional organisation, the Repair Shed uses volunteers who are skilled, but often not formally qualified. They work to the best of their abilities to repair items, which are tested for operation (and in the case of electrical items for safety via a PAT test). See the full terms and conditions.

Are there some items you won't take in?

There will be some things we cannot look at from a safety viewpoint, including

- gas appliances
- refrigerators
- microwaves

In other cases we would not want to take work from local businesses.

What happens if an item can't be mended?

There will be a number of occasions where an item can't be mended, for example because

- we simply don't have the skills available
- spares are not available – or make the repair uneconomic
- the item isn't made to be mended, often the case I'm afraid.
- The item has genuinely reached the end of its useful life.

In these cases any donation would be returned along with the item to the owner.

Will I be involved in the repair?

Not directly, but there may be contact between you and the repairer to agree the extent of repair, and whether it makes sense to proceed (for example due to the cost of spare parts). You will be contacted once the repair is effected.

For Members

What does Membership mean?

Suffolk Repair Shed Ltd is a company limited by guarantee which is one of the most equitable forms of incorporation. Each member will have a vote both at formal AGMs, and at other meetings. It is envisaged that there will be at least 3 directors who will meet infrequently, but that the day-to-day running will be done by a committee formed from the membership. In the event of the company being wound up your liability is limited to £1.00.

At this stage it looks like there will be two types of members, namely repairers and makers.

Repairer Members

Repairer membership enables you to come to repair sessions with other members which is the main aim of the enterprise. Membership is free, but you will not have access outside the hours of repair sessions.

Maker Members

Maker membership enables you to come to repair sessions with other members which is the main aim of the enterprise. It also entitles you to access to the shed at any time for your own projects (subject to you being suitably trained to use the relevant equipment). Some equipment and processes (eg lathes and welding) may be tagged out to prevent it being used while no-one else is around for safety reasons.

For this class of membership there will be a subscription. At a first guess we'd be looking at £15 a month or £150 for a year to use the shed. If you do repair work which attracts a donation, a portion of that donation can be set against your subscription.

Will I be mentored?

One of the great benefits of working alongside others is that you will have the opportunity to develop existing skills, and acquire new ones. So while formal mentoring is not envisaged, there will be lots of scope for sharing knowledge and learning.

Do I need to bring my own tools?

The idea is that the Repair Shed will be fully equipped, but if you have favourite tools, or something we don't yet have, then you are welcome to bring it/them along. (Be careful not to lend them to anyone, though!).

When will sessions be?

From the responses we've had so far it looks like repair sessions will be held on a weekday evening to start with.

How will I earn credits against my subscription?

The current plan is that for each job a donation will be agreed with the owner, contingent on the item being repaired. Assuming it is repaired, then a third of the donation will be used to offset the subscription of the maker members involved in the repair, and two thirds will go towards meeting the costs of running the shed.

Donations from repairer members' activity go entirely towards the running costs of the shed.

Will the public/owners of the items be involved?

The shed will not be open to the public or, except for pick-up and drop-off, the owners of the items in for repair.

‘Singing Ducklings’ Parent and baby music and social group, Grundisburgh

What is the project/service?

The Singing Ducklings is a fortnightly parent and baby music group in Grundisburgh during term time. It is led by Anna Ducker, a high school music teacher that identified there was a gap in ‘stay and play’ provision within the Carlford and Fynn Valley villages and wanted to give back to her community.

Each session allows the children to explore appropriate instruments, interact with others of a similar age and join in the activities with their parents or carers. The children benefit from the stimulation and social engagement, whilst the parents/carers have a regular session to meet with others, introduce their children to new experiences and come together for mutual benefit.

The provision started as a trial prior to the pandemic and has restarted since. It has a regular and consistent number of attendees and has moved to the new Village Hall in 2022 to provide a suitable space for families.

How was the need identified?

It is noted that the number of ‘stay and play’ sessions that are free to access has significantly declined over the years. The cost of such a session, particularly during 2022, can be prohibitive to some. Primary Schools are also reporting concerns about future intakes of children that have not developed the expected social skills that were expected pre-pandemic.

There is also ongoing work at present within East Suffolk to map and understand the current provision as it is known to be limited, especially in the rural areas. Outside of the larger populations within the CP, Grundisburgh has a relatively large area of potential social deprivation and a significant number of social landlord properties, where incomes are social mobility is generally reduced.

Although not exclusive to the residents of Grundisburgh, the group is well placed to offer a more accessible opportunity for local families.

Which priority does this meet?

‘Support wellbeing by strengthening existing networks’

What are the details about it’s delivery?

Sessions are run fortnightly during term time. They are free to attendees, however a donation is available to make if people wish to do so. The donations are returned to fund further investment in the group. No person is paid for their delivery of the session.

Simple musical instruments, particularly percussion are introduced along with singing and rhythm songs. Once each session is complete, adults can come together and build local relationships with people in similar circumstances. This enables people to take better care of their mental health without the need for clinical intervention.

How much funding is required?

£1,000. This will provide the service for 2 calendar years.

Breakdown of costs

Room hire - £400

Refreshments - £200

Community Partnership Proposal Outline

New instruments and equipment - £400

Who is the recipient of the funding?

The funding is paid to Grundisburgh Church as they are ultimately responsible for the safe delivery of the sessions. Anna is a member of the Church and ensures that the sessions are appropriately insured, risk assessed and fit for purpose. Governance is included within the Church's current arrangements.

Community Partnership Proposal Outline



Spot Wellbeing Health and Wellbeing Groups – CP wide

What is the project/service?

SPOT Wellbeing are a CIC run by NHS professionals such as physiotherapists and occupational therapists. They deliver Health and Wellbeing courses that cover a range of issues that older people generally face during six face to face group sessions. Topics include nutrition, falls prevention and other matters whilst aiming to help people age as well as possible. Each session is split in to three sections;

- Exercises depending on the cohort and their capabilities, amended to meet everyone's needs.
- Coffee break to allow people to develop new local relationships and friendships, preparing for post-course.
- An informal educational element that covers a different topic each week and supports the other sections of the course.

Participants attend the six-session course following an assessment by SPOT Wellbeing and potential referral to other support services if required. Referrals are received by individuals, families/friends, and professionals from a range of organisations.

How was the need identified?

The data pack, along with local insight, demonstrates that we have several areas that have an increased risk of isolation and loneliness within the older population. Although health outcomes are generally positive, the courses aim to help keep people well, reducing the need on clinical services in the local area.

The courses are designed to reduce isolation/loneliness, help people to age well, and enabling local people to take better care of their health.

All attendees are required to complete pre and post course questionnaires that use statistically sound methods to understand the courses impact.

88% of attendees felt less isolated or lonely after completing the course.

90% reported an overall improvement in their health and wellbeing following the course.

Which priority does this meet?

'Support wellbeing by strengthening existing networks'

What are the details about it's delivery?

Each course has six 90-minute sessions, one per week for six weeks. They are delivered face to face as group sessions in order to build and maintain positive relationships. Each venue is identified based on its suitability, including accessibility requirements. Our Community Partnership were the first to commission these sessions in the past, and they are now run across Suffolk.

How much funding is required?

£2,800 on a match funding basis. This will fund two courses to be delivered within our CP area.

In June 2022, a proposal was agreed in principle for the CP Board to support the funding of another 2 courses within our CP area. this will be formally approved in the September meeting subject to queries being answered.

It is also requested that Councillors with Enabling Communities Budgets or Locality budgets contribute £350 each towards funding another 2 courses. This would bring our total number of courses to six, in line with the previous

Community Partnership Proposal Outline

commission. It would also allow for the same arrangement of sites across the CP – 2 in Kesgrave, 1 in Rushmere, 1 in Martlesham and 2 in Carlford/Fynn Valley.

Breakdown of costs

2x Health and Wellbeing Courses delivered by Spot Wellbeing - £2,800

Who is the recipient of the funding?

SPOT Wellbeing will be the recipients of the funding, delivering the health and wellbeing courses as provided.