



Central CEF Partnership Board

Venue: Civic Centre, Doncaster Road, Selby, YO8 9FT

Date: Wednesday, 8 January 2020

Time: 6.30 pm

To: District and County Councillors
Councillors I Chilvers (Chair), Shaw-Wright (Vice-Chair),
K Arthur, J Chilvers, M Crane, S Duckett, C Lunn, W Nichols,
J Shaw-Wright, P Welch

Co-opted members
Michael Dyson, Margaret Bontoft, Patricia Chambers, Melanie
Davis, Fred Matthews, Keith Watkins and Anthony Wray

- 1. APOLOGIES FOR ABSENCE**
- 2. DISCLOSURES OF INTEREST**

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Board members should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not (in the case of Selby District Councillors) already entered in their Register of Interests.

Board members should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Board members should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the member may stay in the meeting, speak and vote on that item of business.

If in doubt, Board members are advised to seek advice from the Monitoring Officer.

3. MINUTES (Pages 1 - 6)

To confirm as a correct record the minutes of the Central CEF Partnership Board held on 2 October 2019.

4. CHAIR'S REPORT

To receive any reports and updates from the Chair (oral report).

5. BOARD MEMBER VACANCY - CO-OPTED MEMBER

In addition to District and County Councillors, there will be up to 8 admitted co-opted Members on the Partnership Board. Normally the 8 would comprise up to 4 town or parish council representatives and up to 4 other community representatives co-opted by the Partnership Board, but the Partnership Board shall be free to determine a different proportion if it sees fit.

Co-opted members must be formally approved by the Partnership Board and will have voting rights in respect of any decisions or recommendations made by the Board.

The Board are asked to consider any proposals to fill the vacancy for a co-opted Member. This vacancy has arisen as Councillor Steve Shaw-Wright is now a District Councillor, and therefore automatically has a place on the Central CEF Board in this respect.

Prospective co-optees have been asked to submit a 250 word statement, setting out who they are and why they would like to be on the Central CEF Board. At the time of agenda publication, no statements have been submitted.

6. BUDGET UPDATE (Pages 7 - 8)

To consider the Central CEF budget.

7. FUNDING APPLICATIONS (Pages 9 - 12)

To consider the funding applications received, with reference to the funding framework and the recommendations of the Central CEF Funding Sub-Committee. The Sub-Committee will report their recommendations to the Board at the meeting.

7.1 SELBY DISTRICT DISABILITY FORUM, 'CENTRAL CEF: DISABILITY POSITIVITY', £4,430 (Pages 13 - 46)

This application was considered by the Board at their meeting on 2 October 2019, but was deferred so that SDDF could submit further information regarding the work undertaken on other CEF funded SDDF projects

(from the Tadcaster and Villages and Southern CEFs) before a decision is taken on the SDDF's current funding application to the Central CEF.

This additional information has been received by way of project monitoring reports from the Tadcaster and Villages and Southern CEFs. These are appended with the application.

7.2 AGE UK SELBY, 'SELBY BINGO GROUP', £4,494 (Pages 47 - 54)

8. COMMUNITY DEVELOPMENT PLAN REFRESH (Pages 55 - 56)

To consider progress and developments related to the Central CEF Community Development Plan.

9. CEF PLAQUES

To ask the Board to discuss for which previous funding/projects they would like the Central CEF plaques awarded to.

Suggestions from the Chair include:

- Flaxley Road TATA – Defibrillator
- Selby Abbey
- Haggess Wood
- Selby Rugby Club
- Brayton Community Centre

10. CEF CODE OF CONDUCT (Pages 57 - 60)

To remind members of the Partnership Board, of the CEF Code of Conduct.

11. MARKETING AND PUBLICITY

To discuss ideas to promote the Central CEF.

12. COMMUNICATIONS

To discuss any points of interest relating to the Central CEF that should be forwarded to Selby District Council's Communications Team to undertake publicity work.

13. IMPACT REPORTS (Pages 61 - 74)

To consider the following completed impact reports:

- Haggess Woods Trust – 'Transportation Funding for Selby Primary Schools to Visit Three Haggess Wood-Meadow', £1,000

- Inspiring Healthy Lifestyles – ‘Selby Park Picnic Brass Events Programme 2019 – Celebrating the Park in this, the 950th anniversary of Selby Abbey’, £3,000
- Yorkshire Energy Doctor, ‘Central CEF Community Energy Ambassadors’, £2,670

14. NEXT MEETINGS

To confirm the date and location of the next Central CEF meetings:

Dates of next meetings	
Forum	Wednesday 26 February 2020 – venue TBC
Board	Wednesday 8 April 2020 – Committee Room, Civic Centre

Janet Waggott

Janet Waggott
Chief Executive

For enquires relating to this agenda, please contact Victoria Foreman on 01757 292046 or vforeman@selby.gov.uk.



Central CEF Partnership Board

Venue:	Committee Room - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Wednesday, 2 October 2019
Time:	6.30 pm
Present:	<u>District and County Councillors</u> Councillors I Chilvers (Chair), Shaw-Wright (Vice-Chair), K Arthur, J Chilvers, C Lunn, P Welch, K Franks <u>Co-opted Members</u> Michael Dyson, Margaret Bontoft, Patricia Chambers, Keith Watkins and Anthony Wray
Officers present:	Mike James - Communications Manager, Selby District Council, Amanda Scrimgeour – Development Officer, Groundwork and Victoria Foreman – Democratic Services Officer, Selby District Council
Others present:	None
Public:	0

18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S Duckett and J Shaw-Wright, and from M Davis and F Matthews.

19 DISCLOSURES OF INTEREST

There were no disclosures of interest.

20 MINUTES

The Partnership Board considered the minutes of the meeting held on 31 July

2019.

RESOLVED:

To confirm as a correct record the minutes of the Partnership Board meeting held on 31 July 2019.

21 CHAIR'S REPORT

The Chair informed the Board that the CEF films were now complete and would be made public soon.

22 BOARD MEMBER VACANCY - CO-OPTED MEMBER

The Board discussed the current co-opted member vacancy and noted that the deadline for submission of written statements for consideration was 21 September 2019; none had been received.

The vacancy would continue to be advertised.

23 BUDGET UPDATE

The Board noted the budget update, which confirmed a remaining balance of £24,814.41.

RESOLVED:

To note the budget update.

24 FUNDING APPLICATIONS

The Board noted the Funding Framework.

24.1 SELBY DISTRICT DISABILITY FORUM, 'CENTRAL CEF: DISABILITY POSITIVITY', £4,430

The application was for £4,430 for the Selby District Disability Forum.

The Board received the recommendations of the Funding Sub-Committee which had met prior to the Board to consider the application. The Funding Sub-Committee recommended to the Board that the application for funding be approved, but that half of the funding amount to be awarded initially, followed by a monitoring report submitted in 6 months' time to the funding sub-committee detailing the work undertaken, which if acceptable, would result in the other half of the funding being released.

The Board acknowledged the view of the Sub-Committee but felt that as SDDF had received funding from both the Tadcaster and Villages and Southern CEFs, further

information regarding the work of these projects should be submitted to the Board before a decision was taken on the current funding application. It was agreed that this additional information would be considered alongside the application at the next Partnership Board in January 2020.

RESOLVED:

To ask SDDF to submit further information regarding the work undertaken on other CEF funded SDDF projects (from the Tadcaster and Villages and Southern CEFs) before a decision is taken on the SDDF's current funding application to the Central CEF.

25 FEEDBACK FROM THE RECENT COMMUNITY ENGAGEMENT FORUM

The Development Officer gave feedback to the Board from the recent forum held at Selby Community Centre on 18 September 2019. Attendance at the forum had been poor, and as a result it was resolved that the Central CEF and its Community Development Plan (CDP) needed to be refreshed and relaunched. It was proposed that a consultation exercise by way of a questionnaire be undertaken by the Development Officer, Democratic Services and Board Members.

The Development Officer confirmed that she would draft the questionnaire and send it out for comment to the Board in the next week or so. The finalised version would then be circulated to Board Members, in order for them to encourage people in their local communities to complete and return the questionnaire.

The Board also agreed that the forum on 11 December 2019 should be cancelled, and a consultation event undertaken at Selby Abbey on 22 November 2019, to coincide with the Selby Abbey 650 Illuminations on the same evening. The Development Officer and Board Members would be on hand at the event with questionnaires, in order to canvass views and opinions from local people. Details of the event and the questionnaire would be published online on the Central CEF web pages.

The results of the questionnaire would then be analysed, and a new draft Community Development Plan brought to the Board meeting in January 2020 for comment and discussion.

RESOLVED:

To ask the Development Officer, Board Members and the Democratic Services Officer to undertake the consultation exercise for the CDP and Central CEF refresh/relaunch as discussed, with the draft CDP to be brought back for

discussion by the Board at their meeting in January 2020.

26 COMMUNITY DEVELOPMENT PLAN

The Board agreed that as the Central CEF and its CDP were to be refreshed, further discussion on the current CDP was not required.

27 MARKETING, PUBLICITY AND COMMUNICATIONS

The Board welcomed Mike James, Communications Manager at Selby District Council, to the meeting.

The Board acknowledged that the audience reach and engagement with CEF related communications was generally poor, with Central CEF having particularly low engagement online. Despite the best efforts of the Council's Communications Team.

Board Members noted that the printed press did pick up some CEF related stories and press releases, but content on social media was poorly received, despite a number of different stories and tactics having been tried. Previous suggestions to use groups such as Selby S.O.S on Facebook were not viable as the Council or the CEF could not comment as itself. It was clear that a different approach should be tried, perhaps by utilising existing networks, links and contacts.

The Board agreed that more positive human interest stories relevant to people's lives were needed, and that more thought should be given as to the reasons behind the publicity. The Communications Manager asked the Board to consider if the publicity was to enhance the CEF's reputation, encouraging people to apply for grants increase attendance at meetings, or better the public's knowledge of the CEF and its work? Members considered these points and felt that it was all of the above.

In thinking about the reasons behind publicity, some key communications objectives could be developed that would be included under the standing communications agenda item for each Board meeting. The Board could then use these objectives to identify an item for publicity each time it met; it was suggested that four objectives be developed for this purpose.

A suggestion by the Board was that recipients of grant funding could be encouraged to undertake more publicity themselves about the support they had received from the CEF; a 'communications pack' could be developed to issue to funding recipients, with ready-made quotes, logos and other material to use. Included in this pack could also be an award or certificate for the group that had received the funding, with the potential for these awards or certificates to be formally presented at arranged events.

The Board agreed that as the Abbey was a major draw for the town, more could be made of it and the Central CEF's links to it; it was suggested that a future CEF forum could even be held at the Abbey. It was key that local

people were encouraged to attend events in the town, such as the Picnic Brass Bands in the park over the summer, which had been a real success.

Lastly, the Board noted that when the topic of a forum was of concern and interest to local people, such as speeding when the forum was held in Barlow, the turnout did improve. This emphasised the importance of topics and themes that truly interested and concerned local people and their lives.

RESOLVED:

- i. To ask the Communications Manager to develop a 'communications pack' to be issued to recipients of Central CEF grant and project funding, in order for them to undertake their own publicity about the Central CEF.**
- ii. To consider holding a future Central community engagement forum in Selby Abbey.**
- iii. To ask the Communications Manager to draft and develop four communications objectives for the CEF to use when considering items for future publicity.**

28 IMPACT REPORTS

The Board received the impact reports set out in the agenda.

It was noted that the defibrillator at Flaxley Road had now been installed.

M Dyson updated the Board on the Team Up to Clean Up Riverside Project and was pleased to report that some sessions had taken place, with bulb planting planned in the coming weeks. The Environment Agency had also confirmed that they would be cutting back the willow from the toll bridge which would improve and open up the riverside views.

RESOLVED:

- i. To note the impact reports from Flaxley Road TARA and Selby District Children's Literature Festival.**
- ii. To note the update on the Team Up to Clean Up Riverside Project.**

29 NEXT MEETINGS

The Board agreed that rather than hold another forum on 11 December 2019 while the work of the CEF and the CDP was being refreshed, that this meeting should be cancelled and replaced by the consultation event to be held at the Selby Abbey 950 Illuminations from 5.30pm on Friday 22 November 2019.

Board Members were encouraged to attend by the Development Officer to assist with surveying the public and completing the questionnaires.

RESOLVED:

- i. To ask the Democratic Services Officer to cancel the forum on 11 December 2019 in favour of the Central CEF consultation event on Friday 22 November 2019, to be held in front of Selby Abbey to coincide with the Selby Abbey 950 Illuminations, from 5.30pm.**

- ii. To ask Board Members to attend the Central CEF consultation event on 22 November 2019 in order to assist the Development Officer with surveying the public and distribution of questionnaires on the future work and direction of the Central CEF and its CDP.**

The meeting closed at 7.05 pm.

Agenda Item 6

Central Community Engagement Forum Financial Report. 1 April 2019 to 31 March 2020

Balance carried forward from 2018/19	£11,741.51
Grant from SDC for 2019/20	£20,000.00

This is the total budget available at the start of the financial year.

Total budget for 2019/20 **£31,741.51**

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
03-Oct-18			Wild Studios	CEF Promotional Videos	£1,195.00	
03-Oct-18			N/A	Budget agreed by Board to trial leaflets and refreshments for forthcoming forums		£400.00
03-Oct-18			Inspiring Healthy Lifestyles	Selby Park: Picnic Brass Events Programme 2019		£2,000.00
14-Mar-18	11.4.19		Groundwork / Central CEF	Steam Crane Feasibility Study	£2,000.00	
27.3.19	11.4.19		Flaxley Road Tenants	Difibrillator	£1,000.00	
27.3.19	4.4.19		Selby RUFC	U15 Boys Tour	£500.00	
	4.4.19		Petty Cash	Refreshments	£14.04	
	23.5.19		Petty Cash	Refreshments	£11.00	
	10.5.19		REFUND	REFUND	£187.03	
	13.6.19		Reach Studios	Flyer 26.6.19	£65.00	
	13.6.19		CreateTVT	Flyer 26.6.19	£150.00	
	4.7.19		Petty Cash	Refreshments	£11.00	
	4.7.19		Barlow Amenity Centre	Hire of Hall	£45.00	
	8.8.19		Selby Community Centre	Hire of Hall	£70.00	
	22.8.19		CreateTVT	Flyer distribution	£249.00	
	12.9.19		Petty Cash	Refreshments	£4.09	
	9.10.19		Trophy Store	CEF Plaques	£173.20	
			CEFS	Refund from other CEFs dividing filming costs	£628.00	
	18.10.19		Woodmeadow Trust	Grant Reimbursement	£480.00	
	7.11.19		Petty Cash	Refreshments	£4.30	
	7.11.19		Petty Cash	Refreshments	£11.00	
	7.11.19		Petty Cash	Refreshments	£1.74	

Total Actual Spend to date	£4,209.34
Remaining Commitments not paid	£2,400.00

This figure is the remaining budget available to spend (the total budget minus actual spend and commitments yet to pay).

Total budget remaining **£25,132.17**

This figure is the total budget available minus actual spend.

Total balance remaining **£27,532.17**

spend on leaflets and refreshments to date in 19/20 = £221

Agenda Item 7



Allocation of Funding Framework

All funding applications will be considered by the CEF Partnership Board and their recommendation will then be authorised by Selby District Council to ensure the following:

- There has been a logical and justifiable allocation of funds.
- The application meets all necessary criteria including personal identifying checks for the purposes of detecting fraud.
- The decision is compliant with the Council's Constitution and legal framework.

If a CEF Partnership Board has set up a Funding Sub Committee, the Sub Committee may make an initial recommendation to the Partnership Board who must then make a final recommendation which will be authorised by Selby District Council.

How often can organisations apply?

If an organisation has been granted funding they cannot apply again for the same application or project for another 2 years. They may apply for funding for another application or project but they must be able to demonstrate that it is a completely separate application or project to the one they were originally funded for.

If an organisation is unsuccessful in their application for funding they are welcome to re-submit an application at any subsequent CEF meeting however they will need to consider how to address the reasons for refusal before resubmission.

Is match funding required?

Match funding is not required for applications, however as the maximum small grant allocation is £1,000 you may need to seek funding from elsewhere if your application will cost more than that amount. If an application is approved on the basis that part of the funding will be provided from elsewhere then it will need to be demonstrated when this funding will be received before the CEF funding can be allocated

When making the recommendation members of the Partnership Board will evaluate the merits of each application by the information and detail provided in accordance with the criteria listed below:

Consideration of Applications

Applications cannot be considered until an application form is completed and submitted to the Partnership Board. This will allow the full details of an application to be discussed and properly considered. No funding is to be agreed to grants or projects where an application form or project brief has not been provided. This is to ensure the Council fulfils its requirement to comply with its Access to Information rules.

Small Grant (typically £300 to £1,000)

A grant is funding used to purchase an item or fund a one-off event /activity.

For applicants to be awarded funding, the following must be demonstrated:

- How the application meets at least 2 of the objectives in the CDP for the CEF area.
- How the project benefits the CEF area including residents of the area.
- That funding would have extensive and detailed benefits for one or more defined groups (not an individual) in the CEF area.

The following organisations are not eligible to apply for small grant funding:

- A Parish Council that raises its own precept (Parish Councils may be partners in CEF projects).
- A school – (parent–teacher associations (PTAs) are eligible to apply)
- A commercial organisation generating a profit
- Another statutory or public service – (funding will not be granted to another statutory or public service to assist it to carry out its statutory duties. i.e. where the funding is intended to replace statutory funding. However, the CEF may fund a grant/project if the statutory or public service was providing a service outside of its statutory remit)

Applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Project Funding (usually over £1,000 for a specific piece of work)

A project is a piece of planned work or an activity that is completed over a period of time and intended to achieve a particular purpose.

To be awarded funding the following must be demonstrated in your project brief:

- How the application meets at least 2 of the objectives in the CDP for the CEF area.
- That funding would have extensive and detailed benefits for one or more defined groups (not an individual) in the CEF area.
- That clear evidence for a high level of need and extensive community consultation is provided.

All organisations are eligible to apply for Project Funding however any applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Note – projects exceeding £5,000 will be subject to Selby District Council procurement rules.

Funding cannot be provided for continuous work and it should not be expected that a CEF can continuously fund a project or scheme. Applicants should look ensure their project or scheme is self-sufficient once they have received funding from the CEF.

Procedure for Urgent Applications

This procedure will only be used if the application is deemed to be urgent and consideration of the application cannot wait until the next Partnership Board meeting. In order for an application to fall into this category, valid reasons for urgency must be demonstrated before the application can be considered.

The application must still fulfil the criteria listed above and state why the application cannot wait until the next Partnership Board meeting.

The Chair must agree to the reasons for urgency.

- First Action would be to consider whether an additional meeting can be arranged with the application and agenda being published on the Council's website.
- If it is not possible to call an additional meeting, the relevant Director should co-ordinate consultation with Partnership Board members to reach a decision through email. The application can only be agreed if there are **no objections** from any Partnership Board members. If the application is agreed, the decision would be published on the Council's website in the usual way. The funding decision would be listed (to note) on the next agenda of the Partnership Board.
- If there is any objection from a Partnership Board member, then the application **cannot be agreed** and it must be considered at a Partnership Board meeting.

Funding Events

If a funding event is held, the following rules must be abided by with regard to applications:

- Each funding proposal agreed must with the proviso that an application form must be fully completed before any funding is allocated.
- There must be a written record of all the decisions taken at the event which must include the following information:
 - Name of applicant.
 - Details of proposal.
 - Amount of funding allocated.
 - Reason for decision (applications agreed must still abide by the criteria for grant and project funding).

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Agenda Item 7.1

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing cefadmin@selby.gov.uk. Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the form by email to cefadmin@selby.gov.uk. We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

Which Community Engagement Forum is this application to?

Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).

Central CEF	√
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	
Western CEF	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

Q1.1 Organisation name

Selby District Disability Forum

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
Community House, Portholme Road, Selby, North Yorkshire, YO8 4QQ	
Telephone number one	Email address (if applicable)
07555598752	Sddf.uk@gmail.com
Telephone number two	Web address (if applicable)
07724900518	www.sddf.co.uk

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Joanne	Scott
Position or job title		
Disability Awareness Coordinator		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	√

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other		Please describe	
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When was your organisation set up?

Day	11	Month	June	Year	2016

Q1.5 Reference or registration numbers

Charity number	
Company number	10227315 (Not-for-profit Community Interest Company)
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

v

Q1.6 Is your organisation VAT registered?

Yes		No	v
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding

Name of Body / Organisation	Funding Awarded/Requested*
<p>No other funders are currently being considered for this project</p>	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

Section Two: Grant information or Project Brief (separate document) Please see our Project Brief.

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

Central CEF: Disability Positivity

Q2.2 Please list the details of your application (500 words limit)

Please see our Project Brief.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.3 Is there a specific date your applications needed to be funded by?

Please see our Project Brief.

Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
Objective 1:	Please see our Project Brief.
Objective 2:	Please see our Project Brief.

**COMMUNITY ENGAGEMENT FORUM
APPLICATION FORM**

Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

Please see our Project Brief.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.6 How much funding are you requesting?

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
Please see our Project Brief.	
Total Cost	

Q2.7 Is the total cost of the application more than the amount you are requesting?

Yes		No	
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If yes, where will you get the other funding from and has this been secured?

Please see our Project Brief.

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Project Brief



*The Project Brief is the **first** thing to do. It should be completed before **any** activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.*

Project Name	Central CEF: Disability Positivity
Project Manager	Joanne Scott
Document Author (if different from Project Manager)	Joanne Scott and Emily Havercroft
Organisation Name	Selby District Disability Forum

Benefit

Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.

Selby District Disability Forum (SDDF) was set up to identify issues in day to day life that affect people with disabilities, such as physical access to local provisions, shops and services, transport issues, exclusion from the wider community, and barriers to taking up opportunities and using services.

This project will enable us to deliver awareness raising sessions and events, in the Central CEF area, about what life is really like for people living with disabilities or long-term health conditions. Supporting the community to become more aware, accessible and inclusive.

This project will allow us to:

- Educate young people, business owners, organisations and the wider community, in disability awareness
- Make Selby more accessible and inclusive as a town
- Provide an opportunity for those with disabilities to be at the forefront of a local disability awareness campaign
- Have a meaningful presence at local events, to ensure residents living with disabilities are not only able to access these events, but be a part of them
- Tell service providers about what's not working for those with disabilities and help them to understand how to make things better.
- Work with the Central CEF, to tackle issues and have productive conversations with local decision makers and community leaders, who want to improve the local area in an informed way.
- Expanding this reach wherever possible to the North Yorkshire Disability forum, so that these voices and experiences can be utilised on a county-wide basis.

Last year we ran a unique survey across the whole of Selby district; a major consultation with residents, working in partnership with Selby District AVS. This has enabled us to capture a detailed picture of service needs among people with disabilities, those supporting individuals with disabilities, or those who feel it is important to address these needs. The results of this survey will kick start this project, giving us a wealth of information and insight.

Over 400 people to date have completed the survey and it continues to remain live. We have interrogated the findings of this survey, specifically focusing on the Central CEF area residents, to enable us to draw on incredibly valuable feedback.

Certain areas of the survey results have already helped us to identify that change needs to happen and shows that currently local provision or attitudes are just not good enough. This project will tackle those issues head on, in an inclusive, positive and proactive way.

Of those living in the Central CEF who completed the survey 70% said they were either positive or very positive about where they live. However, 71% said that their disability makes them feel anxious or nervous, with 61% saying that they lack in confidence because of their disability. We were really disappointed to find that 40% said they feel different from others.

Sadly 22% said that they had experienced bullying or harassment because of their disability, with 19% experiencing hate crime for the same reason. This is just not good enough. We must tackle these issues, and work with local people to educate attitudes, facilities, and access, to improve the lives of those living with disabilities in our district. This project is designed to meet this need head on, benefitting not only those with disabilities, but our community as a whole.

Details of the Project

Please list the details of your project

Central CEF: Disability Positivity

This project has three main aims. These are to promote disability awareness through:

- Educational sessions at Central CEF area Schools, Colleges and Youth Groups
- Our Mystery Shopping Central CEF area project with shops, businesses and organisations
- A presence at Central CEF area wider community events

Educational sessions at Central CEF area Schools, Colleges and Youth Groups

Last year we carried out a small pilot project, providing educational disability awareness sessions at local schools throughout the district. These have been a real success, with some fantastic feedback from both staff and students.

When asked "Why are these visits important?" the students told us;

"The visit was very helpful and supportive to so many people" (Year 5 student)

"It improves our awareness and the visit has helped our learning for this term!" (Year 6 student)

"I have learnt a lot. Like disability doesn't always mean being in a wheelchair" (Year 2 student)

"They helped us, we learned a lot from them. I don't think they know how amazing it was" (Year 5 student)

"Thank you for coming in and teaching us about disabilities. Disabilities can be seen and can't be seen" (Year 2 student)

We have had requests from a number of Central CEF based schools and youth groups to provide sessions raising awareness of disability, including both living with a disability and caring for someone with a disability. By delivering fun and informative awareness sessions, with interactive activities throughout, we give young people the opportunity to experience the difficulties faced and to understand how to be more inclusive and accepting.

We know first-hand what a difference our sessions make to young people. In one session we had an admission from a student that they have a disability, and that they had been bullied because of this. Another student spoke out about their disability, to the rest of the class for the very first time, resulting in questions being asked and further conversation around disability.

Some of the topics covered in the awareness sessions include:

- Models of disability
- Visible and hidden disabilities
- Stereotypes of disabled people
- Celebrities who have disabilities
- Daily living challenges

Our Mystery Shopping Central CEF area project with shops, businesses and organisations

Last year we carried out the first phase of our 'Mystery Shopping project'. A group of volunteers, living with various disabilities, reviewed a number of local shops based on accessibility, attitude and general convenience for those using them, who may have disabilities. We then awarded 11 shops with a window sticker, to identify that they were seen as accessible by those living with disabilities.

Since then, we have written a 'Top Tips Guide for Businesses', so that we can offer simple practical advice to businesses on how to become more accessible. We have also established a disability awareness programme of sessions, which businesses can pay to come along to, or be run instore.

Our volunteers are now ready to take on the next stage of the mystery shopping project, looking for another round of shops to award a commendation to. However, we also need to be following up on those shops not meeting requirements, to try and help them to become more accessible for all. This Disability Positivity project would allow us to do that.

This funding will enable us to continue into the second phase of the Mystery Shopping project. We need to be able to coordinate this project and provide the support for our volunteers, needed to take this into the next phase.

A presence at Central CEF area wider community events

As part of the project we would also have a physical presence at local community events, where we will have practical and interactive activities for people to take part in. This will continue to raise awareness of the daily struggles faced by those living with disabilities, and challenge the local community to become more inclusive.

We have allowed for six major events over the coming year, to include opportunities as part of the Selby 950 celebrations, as well as regular Selby events such as, Selby Fun Day.

Our members will be at the heart of all activities throughout this project. Being driven by them, we hope to show the wider community that although some people do have disabilities, this does not mean that they are unable to participate in all areas of society. Being a part of community events, providing insight and in turn solutions, to create a more inclusive and accessible Selby, will directly influence local change and acceptance.

Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?

Community Safety

This project will raise awareness of Disability Hate Crime, by telling people what hate crime is and how it can be reported. To do this we will work closely with the local police to ensure that everyone has the information required to enable them to report hate crime in the most comfortable way for them.

Our project lead is now a named Equality Champion, working alongside the police. The project will highlight the importance of recognising and reporting hate crime. This will ensure more accurate data can be recorded, and used more effectively by the local police force, allowing them to deal with incidents effectively.

Within our district-wide disability survey we found that within the Central CEF area 22% of people have experienced bullying, harassment or attack because they have a disability. When asked if they had been a victim of a hate crime, as result of their disability, 19% of people answered yes. However, the number of reported hate crimes in Selby is relatively low, and we know from talking to disabled people in our area, that most go unreported.

This project will help to educate people and hopefully increase the number of hate crimes being reported and therefore dealt with appropriately. We will also raise awareness of disability through our three-pronged approach – providing educational sessions, service intervention and community event presence. All areas of the project will challenge stereotypes and educate tolerance.

Health and Wellbeing

This project will raise the communities awareness of disability as a whole, and help them to realise that not all disabilities are seen, therefore giving people the understanding that just because someone looks fit and healthy there may be other problems that are hidden, such as mental health issues.

This will be done with both awareness sessions within local schools, colleges and youth groups, and also at local events using information and activities, highlighting issues faced by disabled people. Our survey showed us that within the Central CEF Area those who identified as having a disability said that 79% had an unseen or hidden disability.

The survey also highlighted that 71% feel nervous/anxious, 38% feel isolated and excluded and 21% are worried that other people won't respond politely to them, due to their disability. These are extremely worrying statistics and issues which must be addressed.

25% people want more volunteering opportunities within the Central CEF area, with 49% saying that loneliness and isolation needs to be addressed. This project will directly support this, by offering people living with disabilities the chance to volunteer in various ways throughout this project. In turn, this will help with their emotional wellbeing, giving them a purpose, confidence and the opportunity to make a real difference.

Promoting the Economy

Nearly 1 in 5 people in the UK is a disabled person. That's more than likely a large percentage of the target market within Selby town, so ensuring that suitable facilities and services are provided for disabled people is something that won't just benefit them, but the local economy too.

The potential spending power of disabled people is referred to as the 'Purple Pound'. There are 13.9 million disabled people in the UK, which all adds up to an awful lot of spending power. This is considered to be the largest untapped consumer market, with a potential estimated worth of £212 billion in the UK alone.

Our Mystery Shopping project will directly influence this potential and help local people and businesses to provide more accessible services within Selby. We recently worked closely with SDC to ensure that the Tour De Yorkshire event was be accessible for all when it came through Selby. Providing an accessible viewing area and disabled car parking. The Disability Positivity project will allow us to provide a similar presence and support at other local community events, ensuring that they can be accessed by all members of the community.

Benefits

Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.

Being able to offer this service to schools, colleges and other youth groups free of charge would be a huge benefit to the local community. During the pilot, the feedback from the local schools has been overwhelming and extremely positive, with schools asking for further sessions with other classes. Unfortunately, we also know that schools have very tight budgets, and therefore would struggle to pay for this service. However, we would like to use this project as an opportunity to establish the awareness training further, in order to look at sustainable funding and possible charging options, for making it an ongoing service.

With this year being a big year for Selby, celebrating 950 years of the Abbey, we would love for SDDF to be at the heart of this. In turn, enabling those living with disabilities in our community, to feel involved, respected and included. Having a presence at local events will enable us to reach more people and raise the general public's awareness of both disability and the Central CEF to a wider audience.

All three phases of our project, including the mystery shopping element, will come together to provide a multi-layered approach, reaching residents of all ages, genders and backgrounds. We will promote the work of the CEF in everything that we do, and use this project as a platform for change and education. Offering ongoing benefits to those in our community way beyond the life of the project.

Project Approach / Delivery Options

Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.

To start with we would use some time to put together interactive session and event plans, that can be easily adapted to suit all ages, environments and community events. Building on what has been previously used in the school pilot, and community events we have attended in the past, we will look to make these all the more interactive and accessible to all. This would include input from the project coordinator and a team of volunteers, all of which have at least one disability. This stage would also include starting to research barriers faced by people with disabilities and building this into the session/activity plan.

Next we would look at planning and preparing for sessions and events, including promotion of the project and bookings. This would also include time to write up feedback and make any improvements needed to maximise future activities and community events. Time would also be used to look at recruiting further volunteers to be involved with the project.

Staff time to deliver each school/youth group session would be 3hours, this would include delivering the session, travel time, setting up/clearing away, and feedback. Time would also be taken supporting the volunteers in any way they need to enable them to participate fully, as they are a vital part of the project.

Staff time for events would be up to 6 hours (depending on each event), this would include travel time, setting up/clearing away, and also time doing the activities/giving out information, speaking to the general public about disability. Time would also be taken to supporting volunteers at events, recruiting new volunteers and planning.

Our mystery shopping project will include regular volunteer support meetings, to facilitate and coordinate the mystery shoppers in moving the project forward. Coordination of shop reviews, feedback and reporting, followed by award presentation will also be included. We would look to promote this, and all elements of the project, as much as we can through; social media, the press, online forums and various networks we are already members of,

Project Timescales (Milestones)

Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.

We plan to carry out the project over 1 year, initially with time spent planning and preparing sessions and looking at local events to be involved in.

We would commence school sessions by the end of October 2019, although we are of course able to be flexible on this, starting sessions earlier/later as required, depending on the funding.

We would deliver 10 school/youth group sessions in a year.

We would also attend 6 events across the year. Having activities at local events allows us to keep raising awareness of disability and the Central CEF all year round.

Our Mystery Shopping will meet monthly and provide reports and further reviews on at least 30 shops across the year.

Project Resources (people and money)

These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.

- **Costs –**

School/Youth Group Sessions

- Expenses associated with each session: travel, equipment, handouts
£40 per session x10 = £400
£400

Events

- Expenses associated with events: travel, equipment, promotion, etc:
£50 per session x6 = £300
£300

Mystery Shopping

- Expenses associated with project: Printing, Window stickers and room hire for meetings = £220
£220

Total Costs: £920

• **People –**

School/Youth Group Sessions

- Time to develop interactive sessions/ research barriers:
10hrs @ £15 = £150
- Time to plan sessions:
2hrs @ £15 = £30 per session x10 = £300
- Delivery of sessions:
3hrs @ £15 = £45 per session x10 = £450
£900

Events

- Time for planning/preparation:
5hrs @ £15 = £75 per event x6 = £450
- Time at events, including setting up, tidying away, supporting volunteers:
6hrs @ £15 = £90 per event x6 = £540
£990

Mystery Shopping

- Monthly meetings £15 x 2 hours x12 = £360
- Time coordinating the project £15 x 7 hours x 12 = £1,260
£1,620

Total for People: £3,510

Total for the project £4,430 (amount requested from the CEF)

Funding

Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.

If we are successful with this bid, once this project is underway, we would then look at future sustainable sources of funding to develop this work further and carry this forward. We currently have no other quotes or offers for the funding of this project.

Stronger communities are very interested in what we are achieving as an organisation, especially with the incredible success we have seen in the past few years. With the implementation of this much needed project in the Selby area, we hope this will lead us to being able to apply for a bigger funded programme to carry us forward further.

Our long-term plans would use this project to inform and support taking our organisation further forward, ensuring that we continue to make our community accessible for all.

Risks / Issues

Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.

One risk we have considered is ensuring bookings in schools and youth groups. However, our pilot has given us the opportunity to make contact with all local schools, ensuring that this service is needed and required, before making this application. Therefore, we have already identified and made links with schools and youth groups, for sessions wanted and needed locally.

Having already carried out our first phase of the mystery shopping project, we have in place a project structure, group of volunteers and plan for taking this forward. We will use this experience to reach many more shops and businesses, through this funding, knowing that this will both work as a project, and have a lasting and positive impact locally.

The issues all three elements of this project will tackle, are those of Disability Awareness for the whole community. Disability issues tackled will include hate crime, language and stereotypes, visible and invisible disabilities, barriers and access for all people with disabilities. This project will promote equality and inclusivity for all throughout.

The project will directly tackle issues which have been highlighted through our recent disability survey. Providing opportunities to make the local community more accessible and inclusive. It will also place those with disabilities at the heart of its structure, empowering them to be the solution finders and educators.

Links and Dependencies

Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

The success of this project is not dependant on any other project or funding. It is dependant on the commitment of volunteers, and also on schools/youth groups making bookings. However, from our pilot projects we already have small teams of committed volunteers, who are happy to continue supporting the project, and are keen to have more people involved. We also know that all elements of this project are wanted and needed. Local schools are keen to have sessions delivered, recent events have shown us that we must have a presence, and local shops and businesses are looking for support in making service more accessible, and in turn profitable.

This project is about raising awareness of what life is really like for people living with disabilities and/or long-term health conditions. It will break down barriers and stereotypes faced by people with disabilities, empowering people living with disabilities to be involved in projects and influence change, building their confidence and self-esteem.

Our project will support the work of the CEF by meeting many of its priorities, creating genuine opportunity for community engagement, whilst providing a multi-layered delivery of disability positivity throughout the area.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Balance Sheet by Funds**Chart of Accounts: SDDF**

<u>Fixed Assets</u>	<u>Year to Date</u>	0.00
<u>Current Assets</u>		
Cash at Bank	27,695.65	
		27,695.65
<u>Current Liabilities</u>		
Creditors	20,701.69	
		20,701.69
<u>Current Assets less Current Liabilities:</u>		6,993.96
<u>Total Assets less Current Liabilities:</u>		6,993.96
<u>Long Term Liabilities</u>		0.00
<u>Total Assets less Total Liabilities:</u>		6,993.96
<u>Capital & Reserves</u>		
Funds	6993.96	
		6993.96

These accounts have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

I am not providing a Profit & Loss report.

Director of SDDF

Signature
Philip Gary Dodson

Selby District Disability Forum

Southern CEF Disability Action Group

Work so far

We now have a total of 15 people registered to our Southern CEF Disability Action Group. These individuals range in ages from early 20s to late 70s. Just this month we have welcomed two new members. Some have disabilities themselves, others have children or other family members with disabilities, and some are from local parish council's and other community organisations. The group goes from strength to strength and meets monthly in Carlton.

Here are some highlights of the work we have been carrying out:

Highways

The group have looked into a few key issues in the CEF area needing to be addressed with Highways. These are just two examples of this: One was the need for a drop curb in Carlton, which has now kindly been addressed by the council. Another is an ongoing issue in Hensall, with a sunken pavement creating a hazardous situation, where pedestrians are forced to walk on the main road.

By supporting various highway issues, the group can highlight issues and needs from a disability angle, supporting Highways and providing a platform for voices to be heard.

Open Letters Project

The group decided that an Open Letter Project would be the perfect way to maximise reach and aim to raise, address and support issues throughout the area.

A series of open letters are enabling this to happen effectively, efficiently and on a Southern CEF-wide scale. Allowing the group to support progress in many villages and areas.

Three main areas have been identified and are being tackled separately, but through a similar system of information sharing, awareness raising and problem solving. These are:

Access to Village Shops

Most recently we have been working on our 'access to local village shops' project. This project has been about identifying ways to support local village shops to improve access for everyone within the community. Specifically focusing on disability access.

We have hand delivered letters to, and spoken with, every village shop in the Southern area including, takeaways, hairdressers etc. These letters have included a cover letter explaining who we are and asking shops to consider their accessibility. We have made sure to congratulate them and thank them on providing an invaluable service.

We have included the Selby district disability forum 'Top Tips for Businesses' guide, which the action group have helped to create. We also included a feedback form, so that businesses can let us know what they are doing to be more accessible, and to ask for disability awareness training should they like some.

Supporting Parish Councils

The group regularly discuss various issues which are experienced in many of the villages in the area, such as:

1. Inconsiderate parking (including parking on pavements)
2. Inconsiderate driving (including speed limits)

3. Dog litter
4. Overgrown hedges
5. Wheelie bins

The group have drafted an open letter to all the parish councils. This raises these age-old issues which we know they are already trying to tackle, but coming at them from a disability angle. Addressing the letter to the public, and pointing out how these issues can have a detrimental impact on those living in the community with disabilities. In-turn supporting the Parish Councils with these on-going localised issues.

We have attended Parish Council meetings as guest speakers, to raise various issues specifically identified in the area. Individual letters to specific parish councils are being compiled by members of the group living in those areas. These will act as cover letters to the open letter to the public, but tackle specific issues relating to those villages. These are a few examples:

- In Carlton, the lack of accessible Playground Equipment
- In Eggborough the lack of benches and bins in public park areas
- In Thorpe Willoughby, if there is any way to support local shops to improve access
- In Hensall, the ongoing concerns around the sunken path

Supporting Village Schools

The group have decided that an open letter, in the form of a leaflet, could be provided to all schools to be handed out to children. This would be directly from the Disability Action Group, informing parents of the dangers linked to poor driving and thoughtless parking at school drop-off and pick-up times, from a disability angle. Supporting schools to try tackling this ongoing issue.

A group member brought to the meeting a fantastic leaflet, which had come out in the children's bookbags at Carlton primary school. The leaflet is an NYCC leaflet all about safer driving and parking around schools.

Since then the group have been working with NYCC to try and establish how this leaflet could be utilised further, using the action group and SDDF as a new angle within this.

Public Transport

Our most recent project has started to look into making public transport more accessible. The group identified that public transport providers often struggle to deliver an accessible and inclusive service. One disabled group member in particular, had experienced terrible service on local buses, not only leaving him feeling unable to travel on the bus, but that he was in actually danger.

The group began to write a 'top tips guide for public transport service providers', but have now decided that in order to approach this properly, they need to gain more feedback from a wider number of members of the community.

The group have therefore written a public transport survey, which they are planning to roll out throughout the district, to get as many opinions as possible, in order to action change and influence transport providers. The Tadcaster CEF Disability Action Group are working with the group on this, as well as the Selby Committee.

This is giving the group the opportunity to look at other issues around public transport such as:

- Staff attitude
- The need for more seating at bus stops
- Accessible time tabling
- The use of audible 'next stop' announcements
- Awareness of local Voluntary Community Transport Schemes

We have been thrilled by how much we have achieved and how we have managed to stretch the funding for this project. We will be able to offer more sessions than expected and are looking at future funding options now, to secure the sustainability of this much need action group.

We have had some feedback from members of our Southern CEF Disability Action Group. These are a few highlights for you:

“I would like to tell you how much the Selby District disability forum disability action group in the southern district has benefited me and my fellow locals in the community. Apart from feeling like we are part of something that is striving forward, and makes us feel like we are gaining good ground in the right directions we want, which is essential I believe for our emotional and mental health.”

“...knowing that there is an avenue to make change and there is a vehicle for us to put our points of view about our community across has been a lift off the pressure that is felt from being unable to change our environment to better us, to be able to allow us to give more back.”

“I have struggled with public transport since I have lived in the district, knowing others have had the same struggles and being able to share points of view has helped me overcome my own mental barriers with public transport... which has given me the confidence to plan new routes and new journeys in my life on many levels.”

“...raising the awareness of local businesses and shops - before I felt we would have single stand-off matches and possibly sometimes confrontations with shop owners, as they have point-blank refused to acknowledge the help we need for accessing their business. I believe we have more weight behind us and as one single shop owner could ignore us before, every shop in the village can't ignore every disabled member of the community.”

“I absolutely love being part of this... and I want more and more members of the community to be a part of this. Thank you for your time and a big thank you to the Selby district disability forum and the southern CEF disability action group.”

“The Southern CEF funding has given us the opportunity to meet regularly to identify issues that cause problems for disabled people in the surrounding villages. We continue to work hard to improve the local area for disabled people.”

Many thanks indeed for your time and continued support.

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Mid-project impact report

Grant Awarded: £4,883

Date Awarded: September 2018

Organisation Details

Name: Selby District Disability Forum CIC

Address: Community House, Portholme
Road, Selby

Postcode: YO8 4QQ

Project Details

Project Title / Description: Tadcaster and Villages CEF Disability Action Group

Contact Name: Emily Havercroft

Tel: 07538 253398

IMPACT REPORT FOR PERIOD September 2018 TO May 2019

Q1 In no more than 500 words please outline the key outcomes of your project.

Our Tadcaster Action Group really is going from strength-to-strength. We now have 12 people signed up as members of the group, from different villages and areas within and around Tadcaster. Here are some of the main areas we are currently focusing on:

- Promoting disability services already available within the Tadcaster villages area. We have been working with the Tadcaster town council who have agreed to allow us to have a page on their new website.

Our 'Doorbell Project' is currently under way. The group have written to all local shops and businesses to ask if they could take steps to make their premises more accessible. The SDDF 'Top Tips for Businesses' has been included. As a number of shops have issues with the Landlord, or with being in a listed area, the doorbell project is hoped to provide one simple option that businesses can opt in to, to be more accessible.

Also utilising the Tadcaster access survey, carried out by a member of the town council (who is now a member of the Action Group) as a great starting point.

- Working with the local events committee to maximise the potential of the UCI Road Races and paracycling events coming up in September. Looking at promoting disabled sports. As well as other opportunities throughout the year. The group are being asked for thoughts and ideas on making these events accessible, including taking part in a very recent street audit of Tadcaster with Highways. The group are also looking at ways to promote SDDF and the Action Group within this fantastic event, as well as maximising the potential for celebrating disabled sports.

- In conversations with the local Tadcaster Sainsbury's, to look at the option of providing a proper 'Changing Place' for people with Disabilities.

- Future work planned may include:

- mystery shopping in and around Tadcaster

- developed use of the Town Council website, to promote disabled services in the area such as:

- parking

- disabled toilets

- accessible community groups

- Working with the Southern Action Group and SDDF main committee, to carry out a public transport survey, to look at supporting public transport providers to improve access and staff attitude.

Q2 In no more than 500 words please demonstrate how the project has met the Community Development Plan objectives that were identified in the original application for funding.

- **Environment, landscape and streetscape**

One of the biggest issues facing people with a disability can be access and accessibility.

An example of how this project is already challenging and informing the development of the local environment, landscape and street scape can be seen in our very recent street audit, carried out with the Highways agency. Identifying areas which could benefit from improvement or change and backing this up with suggested options for access enhancement. We walked the town streets and mapped out areas for improvement, to enhance the soon to be happening UCI Road race events and for the longer-term improvement of the area.

- **Economy, retail and tourism**

Our Action Group is now right at the heart of the conversation around access issues and their direct impact on the local economy, retail and tourism. By communicating directly with all local businesses, and providing a simple solution to start making Tadcaster more accessible – our ‘Doorbell Project’ is working to have a marked impact and improvement on the local economy. We have attended the Tadcaster Business Forum to discuss our ideas and suggestions for improvement. And through our open letter, we have provided information on the untapped ‘Purple Pound’ spending power of those living with disabilities.

- **Community, leisure, culture and education**

One of the ways the group is trying to directly support improvement in this area is by looking at current provisions for those with disabilities in the area. If people are unable to access suitable changing facilities when coming into the Tadcaster area, or being a part of local life, then they simply will not do so. Our discussions with the Leisure Centre, Swimming Pool and now Sainsbury’s, are all looking at ways of making local provisions more accessible and usable for those with disabilities.

- **Community Safety, health and well-being**

Everything the group is currently working on comes back to the safety and well-being of those within the community. Specifically those with disabilities, but as such, for the benefit of all. Access issues effect everyone and improving this only aids all members of the community.

Q3 In no more than 250 words please give details of any additional benefits or objectives that the project has met that were not anticipated/ outlined in the original application for funding.

This project has been particularly successful in working closely with the local events committee and other community groups. Although it is always our intention to work with other agencies, the Tadcaster Action Group has been especially successful in bringing together a wide and varied cross section of the community, to benefit the work of the group.

We have members from the local town council and district council, from the education and business sectors, from community groups and events management committees. We have people from villages and the main town, those with personal experience of living with disabilities and those supporting family members or children who do so.

This wide and varied group of individuals has brought together a wealth of local information, as well as experience, expertise and passion. All of which is showing itself in the success and speed that the group has been delivering real 'action', to support change and improve the local area.

Any other comments on the project and its success:

We are exceptionally excited to see just where this Action Group will take their work and how much of an impact they will continue to have.

We have arranged a meeting with a possible future funder, to try and ensure the sustainability of the group and see that it can become a permanent fixture, and asset, to the local community.

We continue to take on new members regularly and will be making the funding from the CEF last as long as possible.

Agenda Item 7.2

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing cefadmin@selby.gov.uk. Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the form by email to cefadmin@selby.gov.uk. We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

Which Community Engagement Forum is this application to?

Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).

Central CEF	<input checked="" type="checkbox"/>
Eastern CEF	<input type="checkbox"/>
Southern CEF	<input type="checkbox"/>
Tadcaster & Villages CEF	<input type="checkbox"/>
Western CEF	<input type="checkbox"/>

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

Q1.1 Organisation name

Age UK Selby District

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
50 Micklegate Selby YO8 4EQ	
Telephone number one	Email address (if applicable)
01757 704115	joanne@ageukselby.co.uk
Telephone number two	Web address (if applicable)
	www.ageuk.org.uk/selbydistrict/

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Jackie	Mook
Position or job title		
Manager		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	<input checked="" type="checkbox"/>
Voluntary or community group	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other		Please describe	
-------	--	-----------------	--

When was your organisation set up?

Day		Month	OCTOBER	Year	1984
-----	--	-------	---------	------	------

Q1.5 Reference or registration numbers

Charity number	1139928
Company number	7428157
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

Q1.6 Is your organisation VAT registered?

Yes		No	<input checked="" type="checkbox"/>
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding for your project, including other CEFs

Name of Body / Organisation	Funding Awarded/Requested*

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

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Project Brief	
<p>The Project Brief is the first thing to do. It should be completed before any activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</p>	
Project Name	Selby Bingo Group
Project Manager	Jackie Mook
Document Author (if different from Project Manager)	Joanne Jennings
Organisation Name	Age UK Selby District



Benefit

Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.

This project would provide a weekly social opportunity for people aged 50 plus, to meet others and create new friendships, within an informal environment to reduce social isolation for people of this age group within the area. The project would be delivered from the Working Men’s Club in Micklegate, Selby.

A survey was undertaken in 2018 to understand how to improve social isolation and loneliness throughout the Selby District area. This survey was completed by individuals throughout all the CEF areas, 61% of people undertaking the survey were aged 50 years and above and of these 54% expressed feelings of loneliness ranging in frequency from sometimes to often to always. Age UK Selby District aim to promote the welfare of all older people and have worked in the area for many years providing Home Support Services and the Information & Advice visits. We have organised various other social groups across the District and through the development and delivery of these groups and activities, evidences our experience and support given to address the problem of loneliness experienced in this age group. Our effectiveness is evidenced through repeatedly high attendance figures and receiving positive feedback from our service users.

Details of the Project

Please list the details of your project

We would deliver a three-hour social group each week open to anyone aged over 50, on Monday afternoons and there will be refreshments available. Several games of Bingo will be played – we have been offered the use of the Working Men’s Club Bingo equipment and will be covered by their Gaming Licence. As well as playing Bingo, there will be added benefit of social interaction and become a much needed social event on their calendars.

The Club also has disabled access and is in the centre of Town. The group would be assisted by a Staff Member of Age UK Selby District and Volunteers who would facilitate the event through setting up, welcoming users and being on hand to help users with their needs, should there be any.

Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?

Age UK Selby District recently participated in a year long survey of our users. Our findings revealed that a high proportion of referrals came from central Selby, who said they feel lonely and isolated, live on a low income and do not see anyone from one week to another. We are working to decrease Social Isolation and improve Health and well being – an issue being addressed in the Central CEF's recent Annual Report.

Age UK Selby District aim to promote the welfare of all older people and have worked in the area for many years with their Home Support Service and the Information & Advice visits. We have organised many other schemes in the past, from day centres to befriending groups - therefore we have experience in developing events and are well placed to address the problem of loneliness experienced in the 50 plus age group.

Benefits

Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.

By giving residents the opportunity to build new friendships/support networks can reduce loneliness and social isolation.

The current population of the Selby District is 87,885 with over 42% being over 50 years old. We have seen a high rise in referrals from people aged 50 plus who have said they feel lonely & isolated, live on a low income, have a lack of public transport and do not see anyone from one week to the next. Through discussions with older people and our volunteers, we have decided to set up befriending events to involve and engage with people, make them feel part of their community and reduce isolation.

We are setting up a range of befriending groups/activities to encourage people to get involved and become engaged with their community, thus reducing social isolation and feelings of loneliness. This Bingo group is an integral part of these initiatives. Our database of referrals has grown year on year and so far in 2019 we have been contacted on more than 6000 occasions by residents asking for assistance.

Project Approach / Delivery Options

Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.

We will start to advertise this new event immediately to draw up a list of interested residents. We will work with Selby Working Men's Club to make sure the facilities are easily accessible to all. This project has been planned after consultation of our service users and a specified need to hold more regular groups in the Selby Town area. We will continually monitor the numbers of both the users and the waiting list for this group. This service will enable us to monitor clients wellbeing and needs – and to also be in a position of offering other services, advice and information as required.

Age UK Selby has received over 500 referrals from the Central CEF area in the past 12 months, so are already working closely with residents of Selby.

Users will be charged a nominal amount for attendance which will go towards sustainability for the group, if user numbers remain high the need for other funding in the future will be minimal. The funding would enable us to employ a new Member of Staff or give an existing Member some additional hours.

Project Timescales (Milestones)

Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.

We hope to have this group up and running by early Spring 2020.

We will plan to continue supporting this group indefinitely and will access other funding streams. We will employ a member of staff and recruit volunteers to promote/ advertise the service immediately. We will encourage a varied age range of volunteers to take part in these sessions.

Project Resources (people and money)

These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.

- **Costs –**

The costs for the first year will be:
The Hire of facilities will be £25 per week = £1200 (48 weeks)
Estimated Staff Costs (4 hours per week x 48 weeks) including pension, NI, mileage allowance and on costs = £2660
Volunteers travel expenses = £384 (based on 2 Volunteers each)
Advertising = £50
Resources (cards and pens) = £200
TOTAL = £4494

- **People –**

One paid Member of Age UK Staff and 2 Volunteers.

Funding

Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.

This project would be funded by the CEF for the first 12 months. In terms of sustainability contributions from users will go towards room hire costs and we will seek alternative sources of funding as appropriate.

Risks / Issues

Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.

Age UK Selby District have experience in the setting up of various groups around the District and have Policies and Risk Assessments in place for both staff and users of these events. As a Member of Staff will be at the venue for the whole afternoon, they will be experienced with dealing with any problems that should arise.

We understand potential Risks/Issues that may occur:

Staffing – One Member of staff will be responsible for the event, however if they are sick/unable to attend we have other staff from different projects who could step in and cover. Ongoing funding is a risk – however we are mitigating this by charging a nominal amount to take part.

Attendance - as we have already received feedback for the need of more social groups in the Town Centre from many of our users, we know that there is a demand. We will monitor attendance numbers and maintain a waiting list, as we have done with other projects we run.

Links and Dependencies

Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

This project will be in addition to the current services we provide, the need for more groups in the Selby Town area has been highlighted by many of our referrals.

We currently have a pool of over 55 volunteers – and to begin with we will have two available each Monday to assist with this project.

An Age UK Selby District Member of staff would be present to coordinate the afternoon, to ensure the good management of the event and safety of the service users and volunteers.

The member of staff can also add value with their knowledge on other available services and signposting experience should any of the users need more assistance.

Agenda Item 8



CEF Development Plan 20/21

Selby Central CEF covers Barlow, Brayton, Barlby Bridge and Selby Town.

Our key priorities for 20/21 are:

- **Activities for young people**

We will work with a range of voluntary, community and public sector organisations to develop a range of innovative, creative activities for young people up to the age of 19 across the area at a variety of days and times, including school holidays.

- **Community safety and the perceived risk of crime**

We will work closely with the Police and other agencies to reduce incidents of anti-social behaviour.

We will work closely with the Police and other agencies to reduce the perceived risk of crime.

- **Developing community spaces for wider use**

We will support providers of buildings and public spaces to enhance their provision/range of activities for local people.

We will support new and existing community projects to encourage healthy lifestyles, tackle social isolation and improve mental health.

We will work with others to enhance community outdoor underused spaces turning them into places where people want to be.

- **Education and Employment**

We will work in partnership with employers and education providers to encourage people to learn new skills and find opportunities for work and volunteering across all ages.

We will help to raise aspirations and develop confidence by working collaboratively with other networks and organisations to maximise opportunities for lifelong learning for our constituents.

Our Partnership Board will:

Raise the profile of the Central CEF Funding – using a variety of methods to do so. We will encourage new and innovative ideas that meet our priorities. The Development Officer will support organisations to apply for Central CEF Funding, encouraging new initiatives that meet our key priorities.

Deliver 4 forums a year at 7 pm on a Monday evening at a variety of community venues. The forums will invite speakers from the Police, providers of activities for young people, young people's groups, managers of community buildings and public spaces, colleges, universities and prospective employers to talk about issues/opportunities that exist in our area.

The forums will be advertised through the District Council website, Selby SOS, Facebook and other social media channels as well as Citizen Link. The forums will be run in an informal way to encourage those attending to contribute and take part. Each member of the Board will take a lead within the key priorities, reporting back to the board as per the agreed timetable.

Forum Dates for 2020/21 (draft, yet to be agreed by Council and Board to agree where the Forums are to be held in 2020/21)

All Forums start at 7.00pm.

Central Forum	Wednesday 24 June 2020
Central Forum	Wednesday 23 September 2020
Central Forum	Wednesday 9 December 2020
Central Forum	Wednesday 24 February 2021

CEF Funding

Did you know that you can apply for funding from the Central CEF? Grant funding is available for amounts up to £1,000, and project funding for amounts **over** £1,000.

All applicants need to discuss their funding application with the Development Officer before submitting the application. Funding applications will not be considered if this has not been done. The Central CEF's Development Officer is Amanda Scrimgeour from Groundwork – her email address is amanda.scrimgeour@groundwork.org.uk, and her phone number is 01757 292124 or 07813 364219.

The funding applications are considered by the Central CEF's Partnership Board. Please also be aware of the deadlines for completed applications to be received by the Democratic Services team. These are set out below:

Deadline for July 2020 meeting: **INSERT WHEN MEETING DATES AGREED BY COUNCIL**

Deadline for October 2020 meeting: **INSERT WHEN MEETING DATES AGREED BY COUNCIL**

Deadline for January 2021 meeting: **INSERT WHEN MEETING DATES AGREED BY COUNCIL**

Deadline for April 2021 meeting: **INSERT WHEN MEETING DATES AGREED BY COUNCIL**

Ian Chilvers
Chair, Central CEF
9 December 2019

Agenda Item 10

CODE OF CONDUCT FOR MEMBERS OF THE COMMUNITY ENGAGEMENT FORUMS

PART 1 - GENERAL PROVISIONS

1. Scope

A Statutory Partner or Co-opted Member of the CEF must observe this Code of Conduct whenever he/she:

- (i) Conducts the business of the CEF;
- (ii) Acts as a representative of the CEF.

Where a Member of the CEF acts as a representative of the CEF on another relevant body, he/she must, when acting for that other body, comply with that other body's Code of Conduct.

2. When the Code applies

This Code of Conduct shall not have effect in relation to the activities of a Member of the CEF other than when acting in an official capacity.

3. General Obligations

As a CEF Member it is important that you recognise from the outset that you are required to play a role in your community. This means not simply offering your own views and opinions on local issues, or taking decisions that are based on your own self-interest.

The role of CEF Member is one that requires you to represent the views of your community, or your section of the community. In practice, this will involve discussing issues with people in the community to clarify their views and assess the strength of their feelings on different topics.

At some point it may be that you will find some conflict between your own personal views and interests and those of the community that you are representing. If such a situation does arise, make sure that the views of the community take precedence.

If the views of individuals on the CEF are allowed to take priority then the community will very quickly lose confidence in the CEF and its work may subsequently be devalued.

In some instances, it may be necessary and appropriate to declare an interest in the matter under discussion and to withdraw from that debate and decision-making. This will be the case where a reasonable member of the public, in full knowledge of relevant facts would be likely to conclude that your private interests are such that you cannot act in the public interest.

This Code of Conduct is based upon the principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

In undertaking your duties as a member of the CEF

1. You must not behave in a way that a reasonable person would regard as disrespectful to them.
2. You must not bully or intimidate or attempt to bully or intimidate any person.
3. You must not do anything which compromises or is likely to compromise the impartiality of anyone who works for or on behalf of the Council.
4. You must not bring the Council, or your office as a CEF Member, into disrepute.
5. You must not do anything which may cause the Council to breach any equality enactment
6. You must not use or attempt to use your position as a CEF Member improperly to confer on or secure for yourself or any other person any advantage or disadvantage.
7. You must always use the resources of the Council in accordance with the Council's reasonable requirements and never use those resources for political purposes.
8. If, because of your membership of the CEF, you are in receipt of or are offered any gift or hospitality with an estimated value of £50 or more you must decline to accept any such gift or hospitality which could reasonably be perceived as creating an obligation upon the Council, or upon yourself as a member of the CEF.
9. You must not knowingly prevent, or attempt to prevent, another person from gaining access to information to which they are entitled by law.
10. You must not disclose information which is given to you in confidence, or information which you believe or ought reasonably to be aware is of a confidential nature, unless:
 - You have the consent of a person authorised to give it; or
 - You are required by law to do so; or
 - The disclosure is made to a third party for the purpose of obtaining professional advice, provided that the third party

agrees not to disclose the information to any other person; or

- The disclosure is reasonable, in the public interest, made in good faith, and made in compliance with the reasonable requirements of the Council.

4. Respect and Courtesy

For the effective conduct of the CEF's business there must be mutual respect, trust and courtesy in all meetings and contacts, both formal and informal, between Members of the CEF and officers of the council and partner organisations. This too plays a very important part in the CEF's reputation and how it is seen in public. It is very important that both Members of the CEF and officers remember their respective obligations and to do what they can to avoid criticism of other Members of the CEF, or other officers, in public places.

5. Discrimination

No CEF member will discriminate on any ground against any other member of the group or the public, in line with the Equalities Act 2010. Discriminatory language will not be used in discussions. All those who attend meetings have the right to be treated with dignity and respect, regardless of their race, colour, ethnic or national origins, nationality, gender, marital status, age, sexuality, religion or any other matter

6. Role of the Chair

In Partnership Board meetings the role of the Chair is a *formal* one; all speakers will be expected to address their comments to the Chair. This helps the Chair to keep control of the discussion.

In Community Sessions, where proceedings need not be so formal, the Chair may be content simply to steer the general direction of the discussion – this may be described as an *enabling* role.

The Chair is expected to know the rules by which the CEF functions, and ensure that at all stages of its work the CEF is operating in accordance with any procedures that are set down. In this context the Chair may be called upon to act as an arbiter when there is a disagreement about how the rules should be interpreted.

7. Breach of Code of Conduct

During the meeting if any member breaches the Code of Conduct they will be warned by the Chair, if this behaviour continues they will then be asked to leave the meeting.

If the member continues to breach the Code of Conduct or the behaviour is deemed serious enough then they may be asked not to attend the meetings

until such time that they agree to abide by the code.

8. Conclusion

It is hoped that, by following good practice and securing sensible and practical working relationships between Members of the CEF and others, we can provide one of the cornerstones of a successful public Community Engagement Forum.

End of project impact report

Grant Awarded: £1,000

Date Awarded: 3 January 2018

Organisation Details

Name: Hagge Woods Trust

Address:

Little Annexe, Estate Office, Escrick, York

Postcode: YO19 6EA

Project Details

Project Title / Description:

Central CEF Grant Application C0035 – “Transportation Funding for Selby Primary Schools to Visit Three Haggess Wood-Meadow”.

Contact Name: Rosalind Forbes Adams

Tel: 07976 821903

IMPACT REPORT FOR PERIOD 3rd Jan 2018 TO 30 Dec 2018

Q1 In no more than 500 words please outline the key outcomes of your project.

Due to the funding offered by Central CEF, 48 year one pupils from Selby Community Primary school were able to take part in Woodmeadow Trust outdoor education provision at Three Hagges Woodmeadow on Tuesday 13th November and Thursday 16 November. Selby Community Primary School have now booked a further two visits to Three Hagges Woodmeadow for 45 year one pupils to visit on 11th and 12th March 2020. 24 pupils visited us on Tuesday 13th November and 24 pupils visited us on Thursday 16 November 2018 and their visits consisted of a day filled with action-packed activities linked to national curriculum topics such as *habitats*, *tree ID*, *seed dispersal* and *food chains*. These visits enabled local children to better understand and interact with the natural world by being outdoors and Three Hagges Woodmeadow provided the perfect safe and enclosed wild space. The teachers had a wonderful day and commented that learning outdoors has had a positive effect on the children both mentally and physically. The teachers are very keen to visit again in 2019 , however were unable to book dates due to other pressures, however we can now report that they have booked two further visits on 11th and 12 March 2020 to take advantage of our curriculum linked activities on pond dipping and mini beast hunts.

Q2 In no more than 500 words please demonstrate how the project has met the Community Development Plan objectives that were identified in the original application for funding.

These visits have met the Community Development Plan objectives as they enabled the children from Selby Community Primary School to better understand and interact with the natural world in a positive and constructive way by being outdoors in Three Hagges Wood-Meadow and engaging in our range of curriculum linked topics. The visits certainly demonstrated the overall aim of the Central CEF Development Plan in that it encouraged **“positive attitudes towards the environment”** and **“raising awareness and breaking down barriers around community health and well-being and encouraging practical support activities”**. The children were so excited by the end of the day and had clearly had a wonderful time. Many of them asked me when they could return again.

Q3 In no more than 250 words please give details of any additional benefits or objectives that the project has met that were not anticipated/ outlined in the original application for funding.

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Any other comments on the project and its success:

As your end of year report stated it was really wonderful to welcome Selby Community Primary School to Three Haggas Woodmeadow. Without the funding they would have not been able to visit us and take part in our outdoor education learning provision. The school did get in touch to say they would like visits in 2019, however we unable to book these due to other school pressures. However, we are now delighted that they have booked 2 further visits for March 2020. You very kindly let us have an extension on the grant for this purpose and we are extremely grateful.

We were unable to secure any dates for Barwic Parade School to visit us and take part in our outdoor education. They seemed very interested but were just unable to arrange dates.

Costs for coach hire for 11th and 12 March have not yet been paid, however we anticipate costs to be £260.00 in total. This equates to a total of £520.00 will be spent of the £1,000 grant. If you would like to invoice us for the £480.00 for the remainder of the grant we will arrange payment.

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End of project impact report

Grant Awarded: £3,000

Date Awarded: October 2018

Organisation Details

Name: Inspiring Healthy Lifestyles

Address: Inspiring Healthy Lifestyles
Headquarters, Robin Park Indoor Sports
Centre, Loire Drive, Wigan

Postcode: WN5 0UL

Project Details

Project Title / Description: **'Selby Park: Picnic Brass Events Programme 2019 -
'Celebrating the Park in this - the 950th anniversary of Selby Abbey'**

Contact Name: Keith Bergman

Tel: 01942 828267

IMPACT REPORT FOR PERIOD: October 2018 to October 2019

Q1 In no more than 500 words please outline the key outcomes of your project.

The Project:

- Raised positive awareness and profile of the Park. Encouraging people to visit and take pride in this local amenity.
- Funding enabled: 4 event days. Each with Free picnic brass band concerts and children's entertainment.
- Attracted an estimated 900 people to the events across the series.
- Engaged volunteers who contributed 30 volunteer hours.
- Engaged 4 local / regional bands and 6 individual performers (supporting local talent).

Q2 In no more than 500 words please demonstrate how the project has met the Community Development Plan objectives that were identified in the original application for funding.

The project linked to and supported; Central CEF Development Plan under the Key Objective of:

Health and Wellbeing. 'Reinvigorating and increasing use of Selby Park'.

The series of events encouraged visits to this local urban green space. It also encouraged local community pride in the Park and hopefully will result in return visits.

Q3 In no more than 250 words please give details of any additional benefits or objectives that the project has met that were not anticipated/ outlined in the original application for funding.

The event was used as a launch for a Friends of Selby Park scheme. At each event, leaflets were handed out introducing the idea of a local Friends Group and providing a mechanism to register interest. The intention is to use the information and contacts gained to introduce the Friends scheme in 2020.

Any other comments on the project and its success:

The event was extremely well received by attending audiences and proves that events such as this can animate a Park and encourage increased usage and loyalty.

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End of project impact report

Grant Awarded: £2670

Date Awarded: January 2019

Organisation Details

Name: Yorkshire Energy Doctor CIC

Address: _10 Danes Court

_____ Riccall _____

Postcode: _YO19 6NP _____

Project Details

Project Title: Central CEF Community Energy Ambassadors

Contact Name: Kate Urwin _____ Tel: _01757 249100 _____

IMPACT REPORT FOR PERIOD _June 2019 _____ **TO** ___November 2019 _____

Q1 In no more than 500 words please outline the key outcomes of your project.

Between July and November 2019 we ran two Community Energy Ambassadors training courses in Selby, jointly funded by the Central CEF, WEA and Stronger Communities. The first course started on 16th July 2019 and the second on 15th October 2019. Both ran for 5 weeks and were held at Community House in Selby. In total we had 16 people attend across the two courses, these included volunteers involved with Selby Food Bank, Horton Housing Community Cafes, Big Local, Selby District Disability Forum, Selby AVS, St Wilfrid's Wellbeing Café, Over 50s Computing Club, Hands of Hope, Selby Abbey, Selby Community Choir, Friendship Friday, and Horizons, as well as a few interested residents. The course covered issues around debunking myths around energy use, understanding how much appliances cost to run, heating types and fuel poverty in the Selby District, understanding energy bills, switching energy supplier, renewable energy technologies, and schemes available to help residents with their energy bills and heating.

Feedback collated from the attendees showed that:

- Knowledge around energy increased from 2.15/5 before the course to 4.77/5 after the course
- Course content was rated at 5/5 and 100% of attendees would recommend the course to others
- Nearly 85% of attendees had already spoken to at least one other person about some of the topics we covered throughout the period of the course. On average they had shared information with 4 other people, thus reaching an extra 64 people through the project

During the session on energy bills and switching, attendees brought in their own energy bills and we reviewed their tariffs. Actual savings were generated of £1,865 just from people on the course switching their own energy supplier or tariff, applying for financial help towards their bills or getting a water meter fitted. This was a vital part of the course as, by going through the process themselves, attendees are much better equipped to then talk to others, to be able to share their own experience, and to allay any fears.

Q2 In no more than 500 words please demonstrate how the project has met the Community Development Plan objectives that were identified in the original application for funding.

Our project met the Community Development Plan objectives of:

HEALTH AND WELL-BEING: Raise awareness and break down barriers around community health and well-being and encourage practical support activities.

- a) Ultimately the main aim of supporting residents with their energy costs is to ensure that everyone can afford to heat their homes to a comfortable and safe temperature, and to minimise the stress and anxiety that energy bills can cause. We have delivered a very practical and interactive course to teach local people all about energy, how people can reduce their costs and still be warm and well at home. Attendees have reduced their own bills and are now equipped to share information and practical energy saving tips further afield through community groups and their own social networks. Attendees are also now fully informed of local support schemes and thus would be able to signpost friends, family, neighbours or clients to appropriate services should more in-depth advice be needed.
- b) The course is designed to be participatory and interactive and offers an opportunity for attendees to not just learn about energy but also to build confidence and improve communication skills, as well as empowering people to make changes in their own households.
- c) In some cases the project has also contributed to alleviating social isolation and created practical support activities. This was a new opportunity in Selby where residents could attend a five-week course, learn new skills, meet new people, build relationships, share experiences and feel part of a new initiative. Going forward we will give the Community Energy Ambassadors opportunities to be involved in a number of community engagement activities in early 2020.

Q3 In no more than 250 words please give details of any additional benefits or objectives that the project has met that were not anticipated/ outlined in the original application for funding.

We were really pleased to have such a good mix of people attend the course who were very positive and engaged with the topic. It was particularly beneficial to have a large number of people who are involved with different community groups in Selby. We will now be looking at opportunities to work with the Energy Ambassadors to link up with attendees of these groups and to potentially organise awareness events or talks. One unexpected outcome came from a discussion around solar panels which led to one attendee discovering that her elderly father had been persuaded to pay £1000s to have un-necessary equipment fitted to his existing solar PV installation. With our support the participant has subsequently felt empowered to take the case on to try and get him some money back.

Here are some of the attendees on the second Selby course (where permission has been given to share a photo!):



Any other comments on the project and its success:

Feedback comments:

What was most useful?

- “to learn how to save money and to switch suppliers [and] how much energy we do actually use”
- “Everything was useful”
- “how to understand my energy bills”
- “the way the course was presented with quizzes, facts and slide information”
- “info on insulation and heating improvements”
- “learning what appliances cost to run”
- “learning about what help there is”

Other comments:

- “Totally brilliant course”
- “I now feel confident to address my finances and bills”
- “Very informative, well set out, tutor was very knowledgeable”
- “Very informative, well run course”
- “Loved it!”
- “I really enjoyed the course”
- “The course was very good”

Thanks to the Central CEF for providing funding for this project.

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