



Committee	Assets & Services
Month	January 2024
Report Title	The Jubilee Hub update
Report Author	Colette Kerr – Events & Activities Officer
Attachments	6a Jubilee Hub Weekly Activities Winter 2023 / 2024

Agenda item: 6

Background Summary

This report is provided to Committee to inform and provide an update on The Jubilee Hub / Partnership in relation to progress to date; partnership identity, current activity programme, works being carried out, funding activity, community survey results and Jubilee Hub Community Day event.

The Jubilee Hub Partnership comprises Saffron Walden Town Council, Enterprise East Group CIC and Uttlesford Community Action Network. Working together, its aim is to shape activities and services to meet the needs of the community whilst providing a community space for other activities / hirers.

Lease

The Jubilee Hub opened its doors in April 2023 following the announcement on 15th March 2023 of the signed lease agreement between Uttlesford District Council and Saffron Walden Town Council for a 10-year tenancy term; January 2024 saw this amended to a 16-year tenancy term, expiring in 2039. SWTC may use and occupy the property for community activity services, fundraising and recreational purposes - and for commercial letting of the house attached to the community area, subject to letting for holiday letting only and specifically excluding long term residential lettings.

Current activity programme

The current community activity programme is supported by both UCAN and EE and offers a (warm), safe space for people to meet and socialise, whilst taking part in an activity or support group. The programme includes; Singing for the Soul, Digital Buddies, Artist Hour and Warm Welcome. The programme has continued to develop over the months and is now well established; since the last report Building Buddies on Wednesdays and Stay safe, stay well on Tuesdays have been added to the offering.

Most weekly activity sessions are open to all the community on a drop-in basis – there is no need to book, however some wellbeing and support groups are closed groups, such as Parkinson's UK support group. A dedicated page on SWTC website has recently been launched and can be found under Services: <https://saffronwalden.gov.uk/the-jubilee-hub/>

Regular updates on social media can be seen at www.facebook.com/jubileehubsaffronwalden also shared onto Town Council / Tourist Information pages. Alternatively, a large information board is situated by the front door of

The Jubilee Hub and flyers are available in the lobby there or from The Tourist Information Centre (attached document 6a).

UCAN

With the primary focus of The Jubilee Hub being community support, UCAN have an office base within the venue for their Saffron Walden volunteering activities. They have a daily presence within the Hub and are the venue point of contact for all groups and hirers. Since the last report, the community fridge located in the lobby has opened and is receiving regular produce donated from local stores; it's primary focus is on food waste rather than food poverty and operates whilst Jubilee Hub is open - weekdays only between 09.30 – 16.00.

Enterprise East

The activity sessions run and funded by EE, incur costs of £640.00 per month. Supported by National Lottery funding, Singing for the Soul and the Jubilee Hub Artist Hour, now have a regular following and are providing a positive impact on the community. Since the last report EE have received £5k Arts funding, enabling all art equipment and materials to be purchased and a professional art instructor to be recruited. The session is now offered free of charge, previously £3.00 per person to contribute to instructor and material costs. The kitchen space is the responsibility of EE. Activities where the kitchen is to be used, will be provided by EE. At all other times this area will be locked and unavailable to other users of the space. However, the servery space, comprising counter, fridge, water boiler, microwave and sink is available to all other activity sessions and private hirers.

The kitchen is currently undergoing deep cleaning, inventory and electrical pat testing by EE, in readiness for new sessions provided and run by them. They have received funding from UDC to provide a Youth Café, 4pm – 6pm once a week for a year. This is due to commence in March 2024, following the completion of the kitchen works. A contribution will be made towards SWTC's overheads of £20.00 per week. They have also received £3k from Saffron Walden Freemasons to provide the 'Sunshine Club', a daily breakfast club for school children, available to all. This is due to commence in April 2024.

Youth Services

Additional to the anticipated EE Youth Café, SWTC Officers will work with Saffron Walden Youth Outreach Project in the coming months, to provide two new Youth Club sessions. The current youth club sessions typically attract 14–16 year olds and are held at the Resource Centre in Faircroft Road twice a week; the focus for the new sessions will be to encourage a younger audience to attend, age 11–14 year olds (school year 7-9), with alternative activities provided.

Private hire of Jubilee Hub

Private hire of the space is available on weekday evenings between 18.30 – 21.30, and on Saturday / Sunday between 09.00 – 21.30. The rate for hire is £25.00 per hour and would suit meetings or classes, and family parties. For charities and community groups booking a 'support groups' session on Tuesday afternoon or a 'community groups' session on Wednesday morning, the rate is reduced to £10.00 per hour. The table below illustrates the current regular hirers.

Regular private hire revenue forecast; January - March 2024

Hirer	Day	Time	Frequency
Pranic Healing	Monday	Evening	Weekly
Diabetes support group	Tuesday	Afternoon	Monthly
Parkinsons UK support group	Tuesday	Afternoon	Monthly
Accurro	Wednesday	Morning	Weekly / ad hoc
Cambridge Weight Plan	Wednesday	Evening	Weekly
Community Church	Sunday	Morning	Weekly

This is expected to realise an income of c£2100.00.

Artwork on display at Jubilee Hub

Saffron Walden Art Society continue to display its members work in The Jubilee Hub. The society is run for the benefit of all local artists, from professional to absolute beginners two of whom will have their work on display at any one time. Since the last report and the first installations in September 2023 there have been two changeover of artists work - this will continue every two months. Each artist will display a biography and description of their work and all of the paintings are for sale unless otherwise stated (from £30.00 - £300.00)

Financial Implications

Having passed the 'expression of interest' phase, and a successful meeting with the National Lottery's Fund Manager in September, the partnership is working on the full application. The funding will allow necessary building works and new projects to commence. It is anticipated that this will be submitted in April 2024 - with the lead body being UCAN.

SWTC was successfully awarded £3.5k from UDC's Community Project Grant; the fire door has been replaced, with the remaining contribution to be made towards the cost of new windows where needed. Following the conditioning report highlighting necessary repair works, SWTC Officers are working with UDC Officers to establish whether Listed Building Consent is required.

Community survey

Residents' views are important in planning future programmes and activities; The recent community survey was produced to find out what activities would be of interest - and on which days / time of day. The findings of the survey will help to inform future activities and form a fundamental part of the National Lottery bid and any other grant funding applications. The findings of this will be included in the forthcoming presentation at Full Council on 11 March 2024 .

Officer Recommendation

Committee is asked to:

- a) Promote and encourage residents to attend and support activities at Jubilee Hub.
- b) Promote the Community Fridge to residents.
- a) Direct all enquiries and expressions of interest in hiring the space to Events & Activities Officer; events@saffronwalden.gov.uk and these will be considered in line with the current activity programme.
- b) To note the contents of this report.