

**PERTH AND KINROSS COUNCIL****Housing and Health Committee****14 August 2013****Establishing a Foodbank in Perth and Kinross****Report by Executive Director (Housing and Community Care)****PURPOSE OF REPORT**

The purpose of this report is to advise Committee of the development of a Foodbank within Perth and Kinross.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 Following a Perth Action Churches Together (PACT) meeting in January 2013 of around 20 attendees, the majority of whom were representatives from churches throughout Perth and Kinross, it was agreed that a Foodbank was needed within the Perth and Kinross area.
- 1.2 A member of the Council's Welfare Rights Team attended this meeting on behalf of Perth and Kinross Council.
- 1.3 Some of the attendees (Church of the Nazarene, Salvation Army, Tulloch Net, North Church and Churches Action for the Homeless) currently provide either food parcels or hot meals to people experiencing severe financial hardship.
- 1.4 There was consensus from the meeting that demand for food parcels could reach crisis point in this area. There was also anecdotal evidence to suggest that people from the Perth and Kinross area have been presenting at the foodbank in Dundee.
- 1.5 There is a strong support from the churches in our communities to continue to provide volunteers and food parcels but it was recognised that a more co-ordinated approach was needed. Information on the process for distributing food is included in the Appendix.
- 1.6 A Steering Group has been formed and a bank account has now been set up, and donations have already been received. HSBC Perth branch has also adopted the foodbank as one of its local charities.
- 1.7 Perth and Kinross Council has paid the initial set-up costs of £1,500, approved by the Strategic Policy and Resources Committee at their meeting on 12<sup>th</sup> June 2013 (Report 13/290), to enable the Perth and Kinross Foodbank, led by PACT, to work with the Trussell Trust, who will provide training and support. A comprehensive training manual was provided for both the Steering Group and volunteers and training commenced in June 2013.

## Premises

- 1.8 Following representations, Housing and Community Care identified possible vacant properties that could be considered as a base for the Foodbank. As a result, it was agreed that the Foodbank would be organised from 8b St Catherine's Road, Perth for a period of twelve months. The property is likely to be ready in early August.

## 2. PROPOSALS

- 2.1 The proposal is to lease 8b St Catherine's Road for a period of 12 months to allow the Foodbank to start up. As this property sits within the Housing Revenue Account (HRA) Housing and Community Care draft Heads of Terms to let 8b St Catherine's Road have been agreed and an application for ministerial consent submitted.

## 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 The establishment of a Foodbank is a first step in establishing a sustainable network of in-kind support and assistance to those who do not qualify for Scottish Welfare Fund grant assistance in terms of clothes, domestic items and food. The intention is that assistance would be made available throughout Perth and Kinross to serve the needs of both those in the city centre as well as those in the rural areas. The Appendix provides an overview of how the Foodbank will operate initially.
- 3.2 It is recommended that Housing and Health Committee request the Executive Director (Housing and Community Care) to investigate alternative options for a permanent location for the Foodbank and bring forward a recommendation detailing associated costs to a future Housing and Health Committee.

### Author(s)

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### Approved

Name	Designation	Date
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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

*The undernoted table should be completed for all reports. Where the answer is 'yes', the relevant section(s) should also be completed*

<b>Strategic Implications</b>	<b>Yes / None</b>
Community Plan / Single Outcome Agreement	<b>Yes</b>
Corporate Plan	<b>Yes</b>
<b>Resource Implications</b>	
Financial	<b>Yes</b>
Workforce	<b>None</b>
Asset Management (land, property, IST)	<b>Yes</b>
<b>Assessments</b>	
Equality Impact Assessment	<b>Yes</b>
Strategic Environmental Assessment	<b>None</b>
Sustainability (community, economic, environmental)	<b>Yes</b>
Legal and Governance	<b>Yes</b>
Risk	<b>Yes</b>
<b>Consultation</b>	
Internal	<b>Yes</b>
External	<b>Yes</b>
<b>Communication</b>	
Communications Plan	<b>None</b>

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 This proposal contributes to the delivery of the national and local outcomes of the Single Outcome Agreement.
- 1.2 National Outcome 4 and Local Outcomes 6-8: Establishing a Foodbank gives rise to volunteering opportunities for young people.
- 1.3 National Outcome 8 and Local Outcome 8: Children, young people and families at risk will be provided with a safety net of essential food items.
- 1.4 National Outcome 10 and Local Outcome 12: Establishing a Foodbank is essential in the current climate and helps to deliver access to a key service for the people in our communities.
- 1.5 National Outcome 10 and 15 and Local Outcomes 12 and 15: Establishing a Foodbank helps to create strong, resilient and supportive communities that have access to the key services that they need.

## Corporate Plan

- 1.6 The proposal of a Foodbank relates to the achievement of all the Council's Corporate Plan Objectives.

## **2. Resource Implications**

### Financial

- 2.1 The Head of Finance has been consulted on the proposals contained in this report and has agreed with the proposals.
- 2.2 The grant of £1,500 paid to PACT will be contained within the Housing and Community Care General Fund revenue budget in the current financial year.
- 2.3 The property at 8b St Catherine's Road is a retail unit that has been unoccupied for some time with little prospect of re-let in its current condition. The costs to upgrade the property to meet the legislative requirements are estimated to be £4,500. These works will be met by the Housing Revenue Account and will represent a longer term benefit as the property will be utilised for domestic use on expiry of the 12 month lease.

### Asset Management (land, property, IT)

- 2.4 8b St Catherine's Road has been identified as a suitable property from which the Foodbank can function. However a certain degree of upgrading works will be required before the property can be leased. These works relate to upgrade of the electrical system, heating and lighting, smoke and fire detection, plumbing, decoration and security. The estimated cost of these works is anticipated to be in the region of £4500 which will be funded by the HRA. .
- 2.5 Heads of Terms have been agreed for a period of twelve months. An application for Ministerial Consent to lease the building at below market value has been submitted.
- 2.6 The Foodbank will make their own application for phone / data connections and will be responsible for all energy costs.
- 2.7 Surplus furniture (chairs, tables, desk) identified from the move of services from Riverview to Pullar House has been donated to the Foodbank to assist with the setting up process.
- 2.8 The Foodbank will make the necessary application for rates relief.
- 2.9 In the meantime other options for a permanent location will be investigated. However due the lack of suitable available properties under Council ownership (either on the General Account or Housing Revenue Account) any solution relating to a city centre commercial property is likely to involve a private sector lease agreement. The funding source of the rent will require to be identified.

### 3. Assessments

#### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as **relevant** and the following positive outcomes expected following implementation: support to these most in need will be available.

#### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 This section should reflect that the proposals have been considered under the Act and:
- no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

#### Legal and Governance

- 3.5 The Head of Legal Services has been consulted on the proposals.

#### Risk

- 3.6 The key risk relates to identifying a suitable property for the Foodbank in the long term.

### 4. Consultation

#### Internal

- 4.1 The Welfare Reform Steering Group, on which all Services are represented, was consulted. The Tenant Committee Report Panel discussed the report at their meeting on 25<sup>th</sup> July and advised that they fully support the paper but feel that consideration in the future needs to be given to people in need who live out with the Perth City area.

## External

- 4.2 The Welfare Reform Steering Group, on which Hillcrest Housing Association, Citizens Advice Bureau, Department for Work and Pensions, Perth and Kinross Association of Voluntary Service, Fairfield Housing Co-operative and Caledonia Housing Association are also represented, was consulted and support the proposal.

## **5. BACKGROUND PAPERS**

N/A.

## **6. APPENDICES**

Process for food distribution

### Food distribution

1. The distribution of food to those in need (clients) is the core business of the **Foodbank**. Emergency food boxes provide 10 nutritionally balanced meals (3 days) for clients. The selection has been developed with support from the Salisbury District Hospital Nutritional and Dietetics Department, part of the South Wiltshire Primary Care Trust.
  
2. In general the **Foodbank** separates itself from the business of the identification of need, and places this in the hands of professionals who normally meet these people during the course of their work. In this way we can be sure that not only is there a proper assessment of immediate need, but also the longer term requirements of the client is being addressed. Identifying, and getting partners to sign up to the process requires a good deal of initial effort, but once the success of the project is demonstrated, other agencies are keen to join. The following organisations or individuals are recommended:
  - Social Services(Adult and Children)
  - Job Centre, Probation Office, Benefits Office.
  - GPs, District Nurses and Health Visitors (usually co-located), Local Hospital.
  - Victim Support Agencies
  - Drug Rehabilitation or Advice Agencies
  - Women's Refuge.
  - Homeless Hostels
  - Charity or Council run accommodation organisations.
  - Welfare Agencies/Organisations
  - Partner Charities
  - Community Mental Health Teams
  - Domestic Violence Support Teams
  - Single parent support teams (e.g. SPLITZ)
  - Churches or Christian Centres providing community support programmes.
  - Carers
  
3. The voucher system:
  - Those agreeing to assess and issue food vouchers need to be entered onto the database, along with the list of name and signature of those approved to issue vouchers. This is important as it links the client and issuing authority and prevents fraud or abuse of the system.
  - Vouchers are coloured red and numbered individually to prevent photocopying and misuse. Voucher numbers are recorded against the issuing authority when sent to them from the **Foodbank** usually following a telephone request.
  - The issuing authority completes the voucher and gives it to the client who exchanges it for food at the distribution centre(s)

