**Item 19e**

I am an Emergency Planning Officer with the Suffolk Joint Emergency Planning Unit (JEPU), primarily covering the West Suffolk Council area. I am reaching out to you as the contact we have on record for your town or parish.

Under the Civil Contingencies Act 2004, Local Authorities have a statutory duty to provide shelter for individuals who may be temporarily displaced due to an emergency. To fulfil this responsibility, we may establish a Rest Centre—typically staffed by trained volunteers from West Suffolk Council. However, response times can occasionally be affected by staff availability and location.

To enhance our preparedness and community resilience, we also offer free training sessions to local community groups interested in supporting emergency response efforts within their town, parish, or neighbourhood. These sessions last approximately three hours and are designed to equip volunteers with the knowledge and confidence to assist in Rest Centre operations.

This year, we are hosting two Community Rest Centre training events aimed at larger groups, and we would be delighted to welcome attendees from your community:

* [**Honington and Sapiston Village Hall**](https://www.eventbrite.co.uk/e/community-emergency-rest-centre-training-tickets-1566437098529?aff=oddtdtcreator)– *Thursday, 23rd October 2025, 6:00–9:00 PM*
* [**Haverhill Arts Centre**](https://www.eventbrite.co.uk/e/community-emergency-rest-centre-training-tickets-1491605445039?aff=oddtdtcreator)– *Tuesday, 18th November 2025, 6:00–9:00 PM*
* [**Long Melford Village Hall**](https://www.eventbrite.co.uk/e/community-emergency-rest-centre-training-tickets-1642265643749?aff=oddtdtcreator)– *Wednesday 26th November 2025, 6:00–9:00 PM*

*I am also looking to run an event in the Sudbury/Melford area and Beck Row/Lakenheath but dates and locations for these are ongoing but please do let me know if these are more of an interest than the two currently planned. I can keep you updated when they are confirmed.*

Although the sessions are free of charge, booking is required via the links above. To ensure fair access across communities, we kindly ask that attendance be limited to a maximum of **four participants per area**.

Please feel free to share this invitation within your community.