

COMMITTEE: CENTRAL AREA REF NO: CAC/18/11

DATE: 5 SEPTEMBER 2018

**SUBJECT: RETROSPECTIVE FUNDING REQUEST:
CHRIST CHURCH 'HOLIDAY AT HOME'**

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HEAD OF SERVICE: JAMES FAIRCLOUGH

Short description of report content and the decision requested:

This retrospective report requests a funding contribution from the Central Area Committee towards the cost of the 'Holiday at Home' scheme, organised by Christ Church Ipswich. The amount requested from the Central Area Committee is £545.

List of Appendices included in this report:

N/A

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This report was prepared after consultation with:

External consultees

- *Anne Durnford – Christ Church – Church Life Committee*

The following policies form a context to this report:

(all relevant policies must also be referred to in the body of the report)

- *Building a Better Ipswich 2017*
- *Area Committee Action Plans*

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

(papers relied on to write the report but which are not published and do not contain exempt information)

1. N/A

OTHER HELPFUL PAPERS

(papers which the report author considers might be helpful – this might include published material)

1. N/A

1. Introduction

- 1.1 This retrospective report requests a funding contribution from the Central Area Committee towards the cost of the 'Holiday at Home' scheme, organised by Christ Church Ipswich. The amount requested from the Central Area Committee is £545.
- 1.2 This request was to be considered at the meeting scheduled for 11 July 2018 that was cancelled at short notice in light of the anticipated public interest in the World Cup semi-final involving the England Football team, which took place at the same time as the scheduled meeting.
- 1.3 Following the cancellation of the meeting, the ward Councillors of the Central Area Committee were consulted to seek an 'in principle' agreement to fund this request in light of the time-critical nature of the project.
- 1.4 Responses were received from 8 of the 9 Councillors, all of whom provided 'in principle' support to fund the project. Christ Church were informed that the requested funding had been agreed in principle to enable their project to go ahead in July as planned.

2. Background

- 2.1 Meeting in an old church, Christ Church was formed in 1978 with the coming together of Tacket Street URC and Turret Green Baptist Church. As a town centre church, the organisation is committed to serving the community of Ipswich and the surrounding area.
- 2.2 Christ Church runs a number of different activities itself and also support numerous local causes and other organisations, examples of which are as follows –
 - Activities for young people: Tots+, 1st Ipswich Boys Brigade, 7th Ipswich Girls Brigade, 2nd Constable Rainbows, 17th Ipswich Scout Group, 8th Ipswich Brownie Pack, 8th Ipswich Guides.
 - Activities for older people: 'Thursday Forum' - weekly lunchtime talks on a variety of themes, a Lunch Club for the retired and a Choir.
 - The Ipswich Winter Night Shelter is hosted at the church one night a week for 15 weeks during the coldest months of the year.
 - Church visitors keep in contact with those who have a connection with the church and flowers are taken weekly to any sick or bereaved.
 - The Church has a close relationship with local charities such as the Papworth Trust and Iceni, and at Christmas, they collect and pack gifts for underprivileged families and children, requested by social services and Home Start.
 - Fundraising events are held for projects in the developing world via Christian Aid, Commitment for Life, The leprosy Mission and Traidcraft.

- The premises is hired to groups requiring safe, comfortable and reasonably priced accommodation in the town centre, these include Turning Point, Baby Signing, regular Tea Dances for the deaf and rehearsal space for the Scout Organisation Gang Show from October to March.
- 2.3 Each year, Christ Church hosts a 'Holiday at Home'. With many of the Church's activities and other organisations taking a break over the summer months, there will be three days of social activities for anyone who would like a change from the weekly routine. Guests are usually single or widowed and elderly – many of whom are unlikely to have a holiday and therefore rely on their lunch and social clubs for companionship throughout the year.
 - 2.4 There are many elderly people living alone who attend the church or live in the local community. Lunch clubs and social clubs are a lifeline for them. Arranging a holiday alone can appear daunting and days out can prove difficult, relying on public transport, which is inaccessible to many. Christ Church has been running the scheme for five years and so they know from experience that a few days of social activities in the middle of the summer break, with meals and transport, provided where necessary, is much appreciated.
 - 2.5 The days will start at 10.30am with coffee and a chance to interact and get to know each other. Morning activities on offer on Day 1 will include craft, games and quizzes and time to look through memory boxes. After lunch, there will be gentle exercise to music.
 - 2.6 On Day 2, guests can experience 'Armchair Travel' – a sensory experience for seniors. Armchair Travel takes people to faraway places and it provides a sensory experience and the opportunity to learn about other countries and important past events in a meaningful way. In the afternoon, church members will take guests on a half-day outing, which will include tea and cake.
 - 2.7 On the final day, there will be a concert performed by a local choir to which other church members will be invited and holiday will finish with a garden party in the afternoon.
 - 2.8 Around 30 people will be able to take part. Whilst there is not a lower age limit on participation, previously, guests have all been 60-90 years+ including one 100 year old last year! The project attracts people from a diverse mix of backgrounds who all tend to get along well.
 - 2.9 To promote the scheme, organisers will put up posters in the church, distribute flyers and registration forms to the Thursday Forum and to other nearby churches. They will also visit sheltered housing at Tooley's in Foundation Street and Turret Green Court and Serenus Court in Turret Lane. All who attended last year who have not already

registered will be sent a flyer and registration form too.

3. Relevant Policies AND Area Action considerations

- 3.1 Building a Better Ipswich 2017 underlying principles:
- A Healthy Community
 - An Enjoyable Place to Live, Work and Study
- 3.2 To alleviate deprivation in the following domains as identified as priorities in the Area Committee Action Plans:
- Health and Disability

4. Consultations

- 4.1 The organisation continuously consults with, and receives feedback from, its clients.

5. Risk Management

Risk Description	Consequence of risk	Risk Controls	Probability of risk occurring taking account of controls (scale 1-6) 1 – almost impossible 6 – very high	Impact of risk, if it occurred taking account of actions (scale 1 – negligible; 4 – catastrophic)	Actions to mitigate risk
Risks relating to specific project activities e.g. events, training	Physical harm to participants, staff or volunteers	Risk assessment and appropriate management of each activity	2	3	All cooks hold Food Hygiene certificates. The kitchen is 5 star rated. Many of the helpers are First Aid trained. The church has a Safety Officer who regularly checks the building. All car drivers have fully comprehensive insurance.
Safeguarding risk to vulnerable people	Emotional or physical harm to a person	Volunteers to have appropriate DBS checks and safeguarding training	2	3	All helpers are DBS checked. All helpers will understand and adhere to the organisation's safeguarding policy and procedure.

Activities not well attended or well managed	Public funds not well used	Consultation with participants and stakeholders	2	2	Consultation in the development of events/activities/projects Ongoing monitoring
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6. Environmental Impact Assessment

- 6.1 There are no negative environmental impacts identified within this report. Food will be sourced locally and cooked on the premises and any leftovers can be taken home by guests to ensure nothing goes to waste. The church relies on its members to transport guests who cannot access public transport, however, the outing is to somewhere local and routes are planned carefully to minimise mileage.

7. Equalities and Diversity Implications

- 7.1 The 'Holiday at Home' scheme intends to have a positive impact on 'Age' and 'Disability' - two of the protected characteristics identified under the Equality Act 2010. There is disabled access to the building where the majority of the activities will be held and accessible toilets. The activities will be designed and can be adapted to suit different ages and abilities.

8. Financial Considerations

Expenditure Description	Cost
Memory Box (Museum service)	£10
Travel talk (Mr C Parfitt)	£35
Exercise instructor	£50
Choir	£50
Craft Morning	£50
Outing Refreshments	£150
Catering for three days	£200
Total	£545

9. Legal Considerations

- 9.1. The Council has the power to make grants to community project through the Area Committees. The Area Committees have delegated executive powers and devolved budgets.
- 9.2. Area Committees have the power to award grants in accordance with Part 3, Section 2 of the Council's Constitution i.e. the Area Committee terms of reference.

- 9.3. Christ Church Ipswich is a registered charity ([1140231](#)) with a named committee. The organisation has provided its constitution document, details of a named bank account, and safeguarding policy. It thereby meets the requirements of the Area Committee funding guidelines.

10. Performance Monitoring

- 10.1. A Community Engagement Officer will monitor the progress and success of the 'Holiday at Home' scheme. Following project completion, Christ Church will report back to the Area Committees, either by report or by presentation, or both. An invitation is extended to any Area Committee member to visit during the duration of 'Holiday at Home'.

11. Conclusions

- 11.1. Christ Church has been organising 'Holidays at Home' for elderly people in Ipswich for five years, with positive feedback from guests on each occasion. The church is committed to serving its local area, and the scheme is just one example of many in which church members are reaching out to offer activities to those who would not otherwise be able or afford to take part in. The activities are stimulating, beneficial for the guests physical and mental wellbeing, encourage companionship and prevent isolation.

12. Recommendations

- 12.1 That the Central Area Committee retrospectively approves funding of £545 from the Central Area Committee budget for Christ Church as a contribution towards their 'Holiday at Home' scheme.**

Reason: To enable Christ Church to host a 'Holiday at Home' for elderly and/or more vulnerable members of the community in Ipswich.