

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 report requests that the Central Area Committee consider allocating £605.00 to Christ Church Ipswich towards the cost of the 'Holiday at Home' scheme.
- 1.2 This scheme enables access to three days of social activities for anyone who would like a change from the weekly routine whilst many regular activities take a break over the summer months.

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+, 17th Ipswich Scout Group, 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 has been hosted at the church on Thursday nights 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 the last five years and 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 Christ Church has seen an increase in attendance of the 'Holiday at Home' scheme over those last five years:
- 2014 – 18 guests
 - 2015 – 23 guests
 - 2016 – 21 guests
 - 2017 – 26 guests
 - 2018 – 32 guests

There was also 16 church members in attendance last year who gave their time as caterers, drivers, craft instructors or for general assistance.

- 2.6 The days will start at 10.30am with coffee and a chance to interact and get to know each other. Day one will be American-themed, with morning activities to include "armchair travel" with a trip to Southern USA, a talk with pictures, American-themed competitions and lunch. In the afternoon, the American theme will be continued with a visit by a Jazz band.
- 2.7 On day two, guests will take part in gentle seated exercise to music, followed by an afternoon in which church members will take guests on a half-day outing, including tea and cake.
- 2.8 On the final day, there will be a craft morning to include card making, flower arranging, cake decorating, painting and colouring. In the afternoon there will be a concert performed by a local choir to which other church members will be invited, prize bingo, and the holiday will finish with tea and cake.
- 2.9 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 101-year-old last year! The project attracts people from a diverse mix of backgrounds who all tend to get along well.
- 2.10 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 To support the Building a Better Ipswich underlying principles:
- A Healthy Community
 - An Enjoyable Place to Live, Work and Study
- 3.2 To alleviate deprivation in the domains of:
- Health and Disability

4. Options Considered / Under Consideration

- 4.1 Option 1 – Approve funding of £605.00 towards the cost of the 'Holiday at Home' scheme, organised by Christ Church Ipswich.
- 4.2 Option 2 – Approve funding of an amount less than £605.00.
- 4.3 Option 3 – Do not fund.

5. Consultations

- 5.1 This will be Christ Church's sixth year of organising and running the 'Holidays at Home' scheme for elderly people in Ipswich, having been well supported and receiving positive feedback and thanks from guests on each occasion.

6. 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.

					<p>The church has a Safety Officer who regularly checks the building.</p> <p>All car drivers have fully comprehensive insurance.</p>
Safeguarding risk to vulnerable people	Emotional or physical harm to a person	Volunteers to have appropriate DBS checks and safeguarding training	2	3	<p>All helpers are DBS checked.</p> <p>All helpers will understand and adhere to the organisation's safeguarding policy and procedure.</p>
Activities not well attended or well managed	Public funds not well used	Consultation with participants and stakeholders	2	2	<p>Consultation in the development of events/activities/projects</p> <p>Ongoing monitoring</p>

7. Environmental Impact Assessment

7.1 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.

8. Equalities and Diversity Implications

8.1 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 most of the activities will be held, and accessible toilets. The activities will be designed and can be adapted to suit different ages and abilities.

9. Financial Considerations

9.1 The breakdown of expenditure is detailed below:

Expenditure Description	Cost
Jazz Band (TBC)	£50.00
Travel talk	£35.00
Exercise instructor	£40.00
Choir	£50.00
Craft Morning	£80.00
Outing Refreshments	£150.00
Catering for three days	£200.00
Total	£605.00

9.2 The organisation has previously received funding:

- June 2015 - £640.00 (Central AC)
- July 2016 - £720.00 (Alexandra Ward MAD)
- July 2017 - £460.00 (Alexandra Ward MAD)
- September 2018 - £438.04 (Central AC)

9.3 This is a once-a-year project to keep people in touch until their normal clubs and social activities resume in the Autumn.

10. Legal Considerations

10.1 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.

10.2 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.

10.3 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.

11. Performance Monitoring

11.1 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'.

12. Conclusions

12.1 Christ Church has been organising 'Holiday at Home' for elderly people in Ipswich for the last five years, with great support and 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.

13. Recommendations

- 13.1 That the Central Area Committee consider the options set out in Section 4 and determine the allocation of funding from the Central Area Committee budget to Christ Church for its 'Holiday at Home' activities.**

Reason: To determine the merit of providing Area Committee funding to Christ Church to enable the organisation to host a 'Holiday at Home' for elderly and/or more vulnerable members of the community in Ipswich.