



Community & Children's Services Committee

Date: FRIDAY, 13 FEBRUARY 2015
Time: 11.30 am
Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL

Members:

Deputy Billy Dove (Chairman)	Deputy Henry Jones
Dhruv Patel (Deputy Chairman)	Alderman Timothy Hailes
Deputy Alastair Moss	Ann Holmes
Deputy Bill Fraser	Revd Dr Martin Dudley
Marianne Fredericks	Deputy Michael Welbank
Deputy the Revd Stephen Haines	Emma Edhem
Deputy Catherine McGuinness	Mark Wheatley
Brian Mooney	Karina Dostalova
Gareth Moore	Vivienne Littlechild
Deputy Joyce Nash	Professor John Lumley
Elizabeth Rogula	Barbara Newman
Virginia Rounding	Delis Regis
Alderman David Graves	Philip Woodhouse
Judith Pleasance	Deputy John Barker
Emma Price	John Fletcher
Adam Richardson	Alderman Sir Michael Bear
Tom Sleigh	

Co-opted Members: Laura Jørgensen

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Lunch will be served in Guildhall Club at the rising of the Committee

N.B. Please note that part of this meeting may be subject to audio visual recording.

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Reports

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To agree the minutes of the previous Committee meeting.

For Decision
(Pages 1 - 8)
4. **PRESENTATION: 'FORGET ABOUT THE BENEFITS THINK ABOUT THE MONEY'**
David Walker MBE, Senior Mediator, Southwark Mediation Centre

For Information
5. **DISCLOSURE AND BARRING REQUIREMENTS FOR SCHOOL GOVERNORS APPOINTED BY THE COURT OF COMMON COUNCIL**
Report of the Town Clerk.

For Decision
(Pages 9 - 16)
6. **COUNTER-TERRORISM AND SECURITY BILL**
Report of the Remembrancer.

For Decision
(Pages 17 - 18)
7. **IMPLICATIONS FOR THE CITY CORPORATION OF AMENDED GOVERNMENT POLICY ON AFFORDABLE HOUSING**
Report of the Director of the Built Environment.

For Information
(Pages 19 - 24)
8. **CARE ACT IMPLEMENTATION**
Joint report of the Director of Community & Children's Services, the Chamberlain and Comptroller & City Solicitor.

For Decision
(Pages 25 - 32)

9. **GATEWAY 1 & 2 PROJECT PROPOSAL: GOLDEN LANE ESTATE PLAYGROUND REFURBISHMENT**
Report of the Director of Community and Children's Services.
- For Information**
(Pages 33 - 42)
10. **COMMUNITY SMALL GRANTS SCHEME REVIEW 2013/14**
Report of the Director of Community and Children's Services.
- For Information**
(Pages 43 - 72)
11. **CORPORATE PARENTING STRATEGY**
Report of the Director of Community and Children's Services.
- For Information**
(Pages 73 - 90)
12. **SPECIAL EDUCATIONAL NEEDS AND DISABILITY POLICY AND STRATEGY - PROGRESS UPDATE**
Report of the Director of Community and Children's Services.
- For Information**
(Pages 91 - 126)
13. **CHAIRMAN OF THE CITY YOUTH FORUM**
Director of Community and Children's Services.
- For Information**
(Pages 127 - 130)
14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
16. **EXCLUSION OF THE PUBLIC**
MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act.
- For Decision**

Part 2 - Non-Public Reports

17. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the previous Committee meeting.
- For Decision**
(Pages 131 - 134)

18. **SERVICE BASED REVIEW: TRANSFORMING LIBRARY SERVICES**

Report of the Director of Culture, Heritage and Libraries.

For Decision
(Pages 135 - 148)

19. **COMMISSIONING REVIEW**

Report of the Director of Community and Children's Services.

For Decision
(Pages 149 - 162)

20. **UPDATE ON ROUGH SLEEPERS**

Report of the Director of Community and Children's Services.

For Information
(Pages 163 - 174)

21. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

22. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

COMMUNITY & CHILDREN'S SERVICES COMMITTEE

Friday, 12 December 2014

Minutes of the meeting of the Community & Children's Services Committee held at Committee Rooms, West Wing, Guildhall on Friday, 12 December 2014 at 11.30 am

Present

Members:

Deputy Billy Dove (Chairman)	Ann Holmes
Dhruv Patel (Deputy Chairman)	Revd Dr Martin Dudley
Deputy Bill Fraser	Deputy Michael Welbank
Marianne Fredericks	Mark Wheatley
Deputy the Revd Stephen Haines	Karina Dostalova
Gareth Moore	Vivienne Littlechild
Deputy Joyce Nash	Professor John Lumley
Elizabeth Rogula	Barbara Newman
Virginia Rounding	Delis Regis
Judith Pleasance	Philip Woodhouse
Emma Price	Deputy John Barker
Tom Sleigh	John Fletcher
Deputy Henry Jones	
Alderman Timothy Hailes	

Officers:

Natasha Dogra	Town Clerk's Department
Ade Adetosoye	Community and Children's Services Department
Neal Hounsell	Community and Children's Services Department
Chris Pelham	Community and Children's Services Department
Jacquie Campbell	Community and Children's Services Department
Nicole Vincent	Community and Children's Services Department
Sarah Greenwood	Community and Children's Services Department
Karen Tarbox	Community and Children's Services Department
Mark Jarvis	Chamberlain's Department
Greg Williams	Public Relations Office

1. APOLOGIES

Apologies had been received from Alderman Bear, Alderman Graves, Deputy McGuinness, Emma Edhem and Laura Jorgensen.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

Mr Moore declared an interest in all housing related matters as he was a resident of the Golden Lane Estate.

Deputy Jones declared an interest in item 19 "Middlesex Street Phase IV – the Retail Parade Strategy" as he was a leaseholder on Middlesex Street.

3. **MINUTES**

Resolved – that the minutes of the previous meeting be agreed as an accurate record.

4. **COMMUNITY AND CHILDREN'S SERVICES: ANNUAL PUBLIC RELATIONS UPDATE**

Members were updated on Public Relations activities in support of the services for which the Community and Children's Services Committee is responsible during the period October 2013 to November 2014. Highlights of the support for the services of the Committee included:

- Media
- Public Affairs
- Events
- Website
- Digital communications and social media
- Publishing and related activities
- Member and internal communications
- Filming

In response to a query from Member regarding invitations to events, Officers from the Public Relations Department agreed to investigate the way in which Members were informed about events and how invitations were assigned.

Received.

5. **NEW ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014 - DELEGATED POWERS**

Members were informed of the relevant provisions of the Anti-social Behaviour, Crime and Policing Act 2014. The Act replaces the various measures previously available to tackle anti-social behaviour within the Anti-social Behaviour Act 2003 with a new set of powers, intended to provide a simpler and more streamlined framework. It introduces new mechanisms with the aim of giving victims and local communities a greater say in the treatment of anti-social behaviour and low-level crime, and it strengthens the ability of landlords to terminate tenancies on grounds relating to anti-social behaviour.

19 powers in the previous act are replaced with 6 simpler and more flexible ones but their implementation will require effective and coordinated consideration by all the agencies involved. In setting out the new powers, the City Corporation will always seek restorative solutions to issues and only use these powers as a last resort.

In adopting the Anti-social Behaviour, Crime and Policing Act 2014, it will be necessary to amend the City's Scheme of Delegation and also require close and coordinated working with partner organisations - Officers agreed to circulate the flow chart outlining the various new delegations which was considered at the Safer City Partnership meeting.

Members noted that although a range of different Committees had considered this report they were supportive of this democratic process. Officers agreed to review this process and report back to the Committee in 12 months' time or sooner.

Resolved: Members agreed that the Port Health and Environmental Services Committee and Community and Children Services Committee, for their respective areas of responsibility, delegate authority as follows:

1. The Director of Built Environment, the Director of Markets and Consumer Protection and the Director of Community and Children Services or their authorised Deputy be granted delegated authority to seek an Injunction to Prevent Nuisance and Annoyance in accordance with Part 1 of the Anti Social Behaviour, Crime and Policing Act 2014.
2. The Director of Built Environment, the Director of Markets and Consumer Protection and the Director of Community and Children Services, or their authorised Deputy, be granted delegated authority to apply for Closure Orders and to authorise their officers to issue Closure Notices and in accordance with Part 3 of the Anti-social Behaviour, Crime and Policing Act 2014.
3. The Director of Built Environment, the Director of Markets and Consumer Protection and the Director of Community and Children Services be granted delegated authority to authorise Officers to serve Community Protection Notices, and Fixed Penalty Notices in the event of a breach, in accordance with Part 4 of the Anti-social Behaviour, Crime and Policing Act 2014.
4. That approval was granted to enable the Director of Built Environment, the Director of Markets and Consumer Protection and the Director of Community and Children Services to be able to designate Registered Social Landlords to issue Community Protection Notices , in accordance with Part 4 of the Anti-social Behaviour, Crime and Policing Act 2014; and
5. That approval was granted to the Director of Built Environment, the Director of Markets and Consumer Protection and the Director of Community and Children Services to be able to authorise Police Community Support Officers and other Police staff to serve Community Protection Notices and Fixed Penalty Notices, in accordance with Part 4 of the Anti-social Behaviour, Crime and Policing Act 2014.
6. That the Director of Built Environment, the Director of Markets and Consumer Protection and the Director of Community and Children Services or their authorised Deputy were granted delegated authority to seek Criminal Behaviour Orders, in accordance with Part 2 of the Anti Social Behaviour, Crime and Policing Act 2014.

6. **COMMUNITY AND CHILDREN'S SERVICES BUSINESS PLAN QUARTER 2 UPDATE**

Members were informed of the progress made during Quarter 2 (July to September) against the 2014–17 Community and Children’s Services Business Plan. The report showed what had been achieved and the progress made against our five departmental strategic aims:

- Safety and protection for all
- Healthy lifestyles for all
- Learning and engagement opportunities for all
- Better homes and stronger communities
- Value for money and outstanding services.

Departmental performance and progress for Quarter 2 was very good overall. A total of 12 of 18 performance indicators were either above target or on target. Members congratulated Officers on this achievement.

Resolved.

7. REVENUE AND CAPITAL BUDGETS - 2015/16

Members were informed of the annual submission of the revenue and capital budgets overseen by your Committee. In particular it seeks approval to the provisional revenue budget for 2015/16, for subsequent submission to the Finance Committee. Details of the Committee’s draft capital budget were also provided. The budgets were prepared within the resources allocated to the Director.

The provisional nature of the revenue budgets particularly recognised that further revisions may arise from the necessary realignment of funds resulting from corporate projects.

Resolved. That Members:

- reviewed the provisional 2015/16 revenue budget and ensured that it reflects the Committee’s objectives and, approved the budget for submission to the Finance Committee;
- reviewed and approved the draft capital budget;
- authorised the Chamberlain to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews, corporate projects, changes to the Additional Works Programme.
- If specific service based review proposals included with this budget report are rejected by the Committee, or other Committees request that further proposals are pursued, that the substitution of other suitable proposals for a corresponding amount is delegated to the Town Clerk in discussion with the Chairman and Deputy Chairman of the relevant Committee. If the substituted saving is not considered to be straight forward in nature, then the Town Clerk shall also consult the Chairman and Deputy Chairmen of the Policy and Resources Committee prior to approving an alternative proposal(s).

8. HOUSING REVENUE ACCOUNT (HRA) AND CAPITAL BUDGETS 2015/16

Members were informed of the annual submission of the revenue and capital budgets overseen by the Committee. In particular it sought approval for the provisional revenue budget for 2015/16, for subsequent submission to the Finance Committee. Details of the HRA draft capital budget were also provided.

There is a very significant increase in the programme of planned cyclical repairs which is to be funded from balances held in reserves for this purpose.

Resolved – that Members:

- reviewed the provisional 2015/16 revenue budget to ensure that it reflects the Committee's objectives and, approved the proposed budget for submission to the Finance Committee
- reviewed and approved the draft capital budget;
- authorised the Chamberlain to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews.

9. **HOUSING - ASSET MANAGEMENT STRATEGY AND FIVE-YEAR WORKS PROGRAMME**

Members were informed that in May 2014, the Housing Management and Almshouses Sub Committee was presented with the Housing Service's draft Asset Management Strategy (AMS) for information.

The AMS supports the delivery of key priorities within the Housing Strategy, e.g. increasing the supply of homes and making better use of existing homes. It also supports the wider corporate context.

Residents were invited to comment on the draft strategy via a website consultation process, which was held in September 2014. A workshop was also held at the Residents' Day in October 2014 in regards to the proposed City of London Home Standard. Unfortunately no comments were received on the overall strategy; however, residents who took part in the workshop all responded positively to the proposed City of London Home Standard. Residents were asked to rate the importance of each element to them on a scale of 1–5 (with 1 being least important and 5 being most important).

In response to a query from the Deputy Chairman it was noted that while the Chancellor's Autumn Statement did not have an impact on banked monies, it did have an impact on S106 money going forward.

Resolved: Members approved the strategy for adoption by the Housing Service.

10. **MIDDLESEX STREET SUSTAINABILITY PROJECT (MSSP) PHASE III**

The Committee previously approved a Gateway 3 report investigating the saleable opportunity of developing up to 100 new flats at the Middlesex Street Estate. It was estimated that the proceeds of sale would realise at least £11

million residual value which would fund capital repairs and sustainability works that would otherwise cost the City in the region of £10.5 million.

Investigations were carried out and a Soft Market Testing exercise was conducted which concluded that there would be strong interest from developers, subject to more information about the impact of this development on neighbours' rights to light, which could restrict the potential scale of development. The study indicated that the development would entail significant infringement of rights to light; resulting in considerable risks for the City should it proceed with this project. It was therefore recommended that this project be cancelled.

There was also a requirement to refund long lessees who agreed to contribute more for triple-glazed windows on the understanding that this would form part of this sustainability project rather than the standard cost for double-glazing replacement.

Resolved:

Members authorised the cancellation of this project and proceeded with the programme of repair and maintenance that was required for the estate.

Members refunded long lessees £77,901.91, which represents the difference in the cost of triple-glazed windows compared with the contribution received from Minerva for double-glazed window replacements.

11. PROJECT PROPOSAL - INTERNAL AND EXTERNAL REFURBISHMENT WORKS PROGRAMME AT THE MIDDLESEX STREET ESTATE.

Members were informed that Phase 3 of the Middlesex Street Sustainability Project (MSSP) was an option that was explored to finance the necessary refurbishment works and some improvement works at the estate on the basis of the sale value of circa 100 new flats to be built on the roof of the estate.

Following surveys including rights to light and daylight and sunlight analysis, as well as market-testing with developers, the new development proposals are no longer considered viable and will not go ahead, therefore the refurbishment work will now proceed independently.

There are some works which will benefit by proceeding in advance of others, it is anticipated that individual works projects may proceed separately. The scheduling will be outlined at the Options Appraisal stage.

This programme solely applies to the Middlesex Street Estate. All other estates are excluded. However, as part of the planning phase of this programme, assessment will be made of whether it is possible to include Middlesex Street Estate works delivery with existing or upcoming projects.

Received.

12. WATER SYSTEM TESTING AND ASSOCIATED SAFETY WORKS AT THE BARBICAN AND THE HRA ESTATES

To allow for the incorporation of comments recent during a recent consultation this item was withdrawn from the agenda by the Chairman of the Committee prior to the meeting. Officers agreed to review the report and submit it for the Committee's consideration in due course.

13. CREATION AND ELECTION OF A YOUNG LORD MAYOR

Members were informed that The City of London's youth services have been provided by external organisations since 2013, and the City's Youth Participation Strategy was agreed by Members in June 2014.

The strategy includes the creation of an elected Young Lord Mayor (YLM), similar to Young Mayor positions within neighbouring local authorities. The YLM would represent the views of the City's young people, investigate the concerns of young people and share young people's views with decision makers. YLMs develop a number of skills during their time in office, including increased confidence and improved communication skills. The City of London Corporation would gain increased awareness of the views of local young people and better participation from service users in developing local services.

Members raised the following concerns:

- The role would be undertaken by only one individual which may not be as beneficial as appointing a Council or similar body to represent young people in the City.
- All young people would need to be carefully vetted by the organisation.
- There were various risks and issues associated with the increase in young peoples' social media presence.
- More detailed was required regarding the terms of reference for the role
- Members requested information regarding the election of the Young Lord Mayor and who the electorate would be.
- Members queried whether the person or persons who filled this role would be privy to private information and documents.
- Members queried the amount of time that the young people would be able to give to this role. Officers said the activities would not overlap with study time.
- Overall, Members were very pleased that Officers were encouraging the involvement of young people in the work of the City of London Corporation.
- Members agreed that the City must be made more accessible to young people.
- It was noted that activities such as this would encourage, influence and help young people to understand the work of the City of London Corporation.
- The Committee were very supportive of this activity and asked Officers to revise the report to ensure all of their queries and concerns were addressed.

Resolved: Members asked Officers to revise the report addressing the concerns raised and to report back to the Committee prior to seeking approval from the Policy and Resources Committee next year.

14. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business.

16. EXCLUSION OF THE PUBLIC

MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act.

17. NON-PUBLIC MINUTES

Resolved: That the minutes were agreed as an accurate record.

18. AVONDALE SQUARE RE-DEVELOPMENT OF COMMUNITY CENTRE PROJECT

The Committee received the report of the Director of Community and Children's Services.

19. MIDDLESEX STREET PHASE IV - THE RETAIL PARADE STRATEGY

The Committee received the report of the Director of Community and Children's Services.

20. BIENNIAL UPDATE ON DEPARTMENTAL COMMISSIONING AND CONTRACTS

The Committee received the report of the Director of Community and Children's Services.

21. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

22. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

The meeting ended at 12.45 pm

Chairman

Contact Officer: Natasha Dogra tel. no.: 020 7332 1434
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Committee(s): Board of Governors of City of London School for Girls Establishment Committee Board of Governors of City of London Freeman’s School Community and Children’s Services Committee – for decision Board of Governors of City of London School	Dated: 4 February 2015 5 February 2015 11 February 2015 13 February 2015 25 February 2015
Subject: Disclosure and Barring Requirements for School Governors appointed by the Court of Common Council	Public
Report of: Town Clerk	For Information

Summary

This report outlines the City of London Corporation’s obligations in relation to disclosure and barring service (DBS) requirements for chairmen and governors on boards of the City’s independent schools, academies, and one maintained school. It summarises the legal basis of the DBS requirements and advises that the checks are mandatory in the context of academies and independent schools, and can be enforced by the Secretary of State for Education through the criminal courts. This report goes on to advise members of the policy recommendation made by the City of London Corporation’s Education Board to make it obligatory of all members of the Court of Common Council who stand for nomination as a school governor to undergo DBS checks.

Recommendation

- Members of the Boards of Governors of the independent schools and the Establishment Committee are asked to note the report.
- Members of the Community and Children’s Services Committee are asked to agree that governors appointed by the City Corporation to maintained schools such as Sir John Cass Foundation Primary School be obliged to undergo DBS checks prior to commencing their appointment or as soon as practicable upon commencement.

Main Report

Background

1. Following queries from members over the legal basis for the enforcement of disclosure and barring checks for governors of the City’s independent schools and academies, officers in the Town Clerk’s Department have consulted with colleagues in the Comptroller and City Solicitor’s Department. The advice of the Comptroller and City Solicitor is summarised below. In short, the provisions are mandatory in independent schools, academies and free schools and can ultimately be enforced by the Secretary of State for Education through the criminal courts.

Independent Schools

2. Section 157 of the Education Act 2002 states that, in relation to independent schools, ‘regulations shall prescribe standards about the following matters...(d) the suitability of proprietors of and staff at independent schools...’.
3. The relevant Regulations are the Education (Independent Schools Standards) (England) Regulations 2010. The Regulations lay down the standards to be met by all independent schools (with limited exceptions). Part 4 of the Regulations deals with the standards in relation to suitability of the proprietor and staff. It should be noted that the Independent Schools Inspectorate publishes a Handbook (2014) which provides detailed guidance on the regulatory requirements applicable. As the Handbook does not have the force of law it is not referred to in this report but it should be noted that the approach in the Handbook is entirely consistent with the explanation of the legal requirements in this report.
4. Section 18 (2) (d) of the Education (Independent Schools Standards) (England) Regulations 2010 states that checks, including DBS Checks, regarding the suitability of a person to be a Chair of Governors or a Governor “should be carried out before or as soon as practicable after a person is appointed”.
5. A ‘proprietor’ is defined in Section 579 of the Education Act 1996 as “the person or body of persons responsible for the management of the school (so that, in relation to a community, foundation or voluntary or community or foundation special school, it means the governing body)”.
6. Ownership of the independent schools rests with the City Corporation, but management is delegated to the Boards of Governors. The Chief Inspector of the Independent Schools Inspectorate has expressed the view in a letter to the City of London Schools for Girls (16 October 2014) that each Board of Governors should be regarded as the proprietor of their respective City school by virtue of the wide ranging powers of management and control vested in each Board. It is the view of the Comptroller and City Solicitor that this interpretation is correct.
7. Part 4, paragraph 21(4) – paragraph 21(8) of the Regulations relate to the suitability of the proprietor where the proprietor is a corporate or unincorporated body of persons. The principal obligations are placed personally on the **chairman** of the proprietorial body, that is, the Board.
8. The required standard is met if the chairman:
 - (a) Is not barred from regulated activity relating to children, or otherwise prohibited or disqualified, and

- (b) The Secretary of State makes the following checks relating to the chairman:
 - a) an enhanced criminal records check, countersigned by the Secretary of State;
 - b) checks confirming the individual's identity and their right to work in the United Kingdom;
 - c) checks that the person is not barred from regulated activity relating to children in accordance with the Safeguarding and Vulnerable Groups Act 2006;
 - d) in the case of an individual living or having lived outside the United Kingdom, and obtaining an enhanced criminal record check is not sufficient to establish the individual's suitability to work in a school, such further checks as the Secretary of State considers appropriate.

- 9. Paragraph 21(6) relates to the other Board members. It provides that the required standard is met if the member is not barred or otherwise prohibited or disqualified, and the chairman makes the following checks in relation to each Board member:
 - a) an enhanced criminal records check;
 - b) checks confirming the individual's identity and their right to work in the United Kingdom;
 - c) in the case of an individual living or having lived outside the United Kingdom, and obtaining an enhanced criminal record check is not sufficient to establish the individual's suitability to work in a school, such further checks as the Secretary of State considers appropriate.

- 10. Clearly it would be onerous if the chairmen were required to make these checks personally on other Board members. The work involved can be undertaken on behalf of the chairmen, but they remain responsible for satisfying themselves that all other members of their Board have been subject to the necessary checks.

- 11. In addition, the Regulations, at paragraph 22, make it clear that the proprietor is under an obligation to keep a register, known as a Single Central Record, of the date of when the above checks were undertaken, in respect of all other governors appointed after May 2007 and the outcome.

- 12. From the above there is no doubt firstly that all the Board chairmen of the City schools will be subject to the above checking and secondly that these checks are mandatory rather than discretionary. As a matter of law the Secretary of State will only permit a person to be a Chairman of Governors if they have satisfied the above checks.

- 13. Again, neither the Regulations nor guidance suggest that the performance of these checks by the chairmen in relation to the other Board members is

discretionary. All governors of the City schools should undergo the above checking if this has not already taken place.

14. Section 163 of the Education Act 2002 gives the Independent Schools Inspectorate the duty to inspect registered schools, including those run by the City, and the inspections shall relate to ensuring that specified standards are being met. For the avoidance of doubt this includes assessing whether the standards required regarding the suitability of staff, the proprietor and members of the Board of Governors have been complied with.
15. In the event that the Inspectorate determines that the standards required have not been complied with, the Inspectorate can make a determination that:
 - a) Notice be served on the proprietor identifying the breaches and requiring that an action plan be submitted by the proprietor, within a specified timeframe, outlining when the breaches identified will be remedied.
 - b) Admittedly in more extreme circumstances, the school could be prohibited from admitting any new students or part closed or closed.
16. It is important to note, again in the worst case scenario, that failure to comply with regulatory standards is taken extremely seriously and can result in criminal prosecution of a chairman personally as the proprietor of a School who can be liable on summary conviction to a term of imprisonment not exceeding six months, or to a fine not exceeding level 5 on the standard scale.

Academies and Free Schools

17. Academies are defined as Independent Schools by virtue of Section 463 of the Education Act 1996. (*Meaning of Independent School is given as “any school at which fulltime education is provided for 5 or more pupils of compulsory school age And which is not (a) a school maintained by a local education authority” (b)*)
18. The relevant Regulations for Academies are the Education (Independent Schools Standards) (England) Regulations 2010. The Regulations lay down the standards to be met by all independent schools (with limited exceptions). Part 4 of the Regulations deals with the standards in relation to suitability of the proprietor and staff.
19. Accordingly, the Independent School Standards place a statutory duty on Academy Trusts (the legal entity that runs, and is the proprietor of, an Academy) to:
 - a) ensure that all members of staff have received an enhanced DBS check prior to the confirmation of their appointment or as soon as practically possible thereafter,
 - b) that this check confirms their suitability to work with children.

- c) New disclosures should be sought unless the member of staff has worked in a relevant educational setting within the previous three months.
- d) Undertake DBS Checks on the Chairman of Governors and all Governors.

20. The DBS check on the Chairman of Governors is carried out by the Secretary of State. However, it is the Chairman's responsibility to ensure that enhanced DBS checks are carried out for all other Governors. These checks must have been completed before a Governor takes up his/her position or as soon as practicable thereafter.

21. Free Schools are state funded primary, secondary, middle schools that are independent of local authorities and are academies in law and are set up under the Academies Act 2010. Therefore the DBS obligation is identical to that for Academies.

Maintained Schools

22. It should be noted that a cause of recent misunderstanding in the City Corporation is that there is a difference in legislative approach between the maintained and independent sectors. The Protection of Freedoms Act 2012 altered the position for Governors in the maintained sector, to the effect that only a Governor who engages in "regulated activity" has to have an enhanced criminal record check. However, the position has not changed in the independent sector because the Standards Regulations clearly require a Board Governor to submit to the checks specified above in para 8. The Inspectorate emphasise that this is still the position in the independent sector, and indeed, the opportunity was not taken to change the position in recent Regulations last year that amend certain of the other standards, effective from 29 September 2014.

Portability of DBS Clearance

23. It should be further noted that DBS clearance is portable from one organisation to another. However the Employee / Member / Governor must have firstly registered with the DBS Update Service and then provided to the employer for which the clearance is required a) the relevant reference number and b) permission to access the information for the purposes of checking to see if there have been any changes.

24. The City Corporation's Human Resources Department will support members engaged in registering with the DBS.

DBS Obligation for Members of the Court of Common Council

25. At its meeting on 15 January 2015, the Education Board considered the DBS obligations of governors across the City Schools, including the three independent schools, the City academies, and Sir John Cass Foundation primary school, the City Corporation's one maintained school. The Board noted that the Court of Common Council also appoints members onto the governing boards of schools such as Prior Weston Primary School in Islington.
26. The Education Board noted that the City Corporation appointed over 70 schools governors onto the boards of independent schools and academies, and 2 governors onto the board of the Sir John Cass Foundation Primary School.
27. The Board noted that, given the majority of governors appointed by the City Corporation were appointed to the boards of independent schools and academies, and in light of its terms of reference to consult with those Committees where education responsibilities are expressly provided for within the terms of reference of that Committee, that it would be advisable for it to be a requirement of all school governors appointed by the Court of Common Council to be obliged to undergo DBS checks, even where this was not a strict legal prerequisite. This would ensure consistency of application across the City Family of Schools.
28. It is therefore recommended that the Community and Children's Services Committee, under whose remit the two City Corporation governors of Sir John Cass Primary School are appointed, agree that any person nominated by the Court of Common Council to the board of Sir John Cass Foundation Primary School be required to undergo DBS checks prior to commencing their appointment or as soon as practicable upon commencement.

Corporate & Strategic Implications

29. The Comptroller and City Solicitor has been consulted on this report and his comments incorporated.

Conclusion

30. This report outlines the City of London Corporation's obligations in relation to disclosure and barring requirements for governors of the City Schools. It summarises the legal basis of the requirements and advises that the checks are mandatory and can be enforced by the Secretary of State for Education through the criminal courts. There is therefore no scope for discretion in their enforcement.

Appendices

- None

Background Paper(s)

- *Disclosure and Barring Requirements for Governors of Independent Schools*
– Report of the Town Clerk to the Education Board – 15 January 2015

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Committee:	Date:	Item no.
Police	16 th January 2015	
Policy and Resources	22 nd January 2015	
Community and Children’s Services	13 th February 2015	
Safer City Partnership Strategy Group	3 rd March 2015	
Subject: Counter-Terrorism and Security Bill	Public	
Report of: Remembrancer	For Decision	
<p><u>Summary</u></p> <p>This report advises the Committee of the relevant provisions of the Counter-Terrorism and Security Bill. The Bill will place two new duties on the Common Council. First, it will need to have due regard to the need to prevent people from being drawn into terrorism when it exercises functions as a local authority or police authority. Second, it will have to ensure that a panel of persons is in place to identify and provide support to those in the City who are vulnerable to being drawn into terrorism.</p> <p>Recommendation:</p> <p>It is recommended that this report be referred to the Town Clerk, the Commissioner of the City of London Police and the Director of Community and Children’s Services for consideration of follow-up action required in the light of the Bill.</p>		

Report

1. The Counter-Terrorism and Security Bill was presented to Parliament in November and is expected to be enacted shortly. Attention has focused on measures to restrict the ability of British citizens to return to the United Kingdom after going abroad to participate in terrorist activities, and new obligations on internet service providers to retain usage data. Of greater relevance to the City Corporation, however, are two new duties which are to be placed on local government. They are intended to provide a statutory footing for existing policies such as the ‘Prevent’ strategy and the ‘Channel’ programme.
2. First, local authorities (along with various other public bodies) will come under a general duty to “have due regard to the need to prevent people from

being drawn into terrorism.” The duty will apply to the Common Council in the exercise of its functions as a local authority and as a police authority. The Secretary of State will issue guidance about how this duty is to be put into practice. If the Secretary of State considers that an authority is failing adequately to fulfil the duty, then she may issue binding directions in order to secure its performance.

3. Second, each local authority (including the Common Council acting in that capacity) will have to ensure that a panel of persons is in place for its area with the function of assessing the extent to which identified individuals are vulnerable to being drawn into terrorism. The panel must include representatives of the local authority and the chief officer of police for the area. It will be possible for more than one local authority to establish a joint panel for their combined area. If the panel considers that any individual should be offered support to reduce his vulnerability, then it will be able to prepare a “support plan” for the individual and make arrangements for its implementation. Alternatively, the panel will be able to refer individuals to health or social care services. Certain partner bodies will be obliged to co-operate in the work of the panel, including the Government, other local authorities and police forces, the prison and probation services, NHS bodies, and education and child-care providers.
4. There will be a need to review the extent to which the work currently undertaken by the Common Council as local authority and police authority, as well as related institutions such as the City-sponsored schools, in combating radicalisation and other terrorism issues will need to be adapted in order to reflect the new statutory scheme.

Recommendation:

5. It is recommended that this report be referred to the Town Clerk, the Commissioner of the City of London Police and the Director of Community and Children’s Services for consideration of follow-up action required in the light of the Bill.

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Committee(s):	Date(s):
Planning & Transportation – for Decision	3 February 2015
Community & Children’s Services – for Information	13 February 2015
Housing Management & Almshouses Sub – for Information	27 April 2015
Subject:	Public
Implications for the City Corporation of amended Government policy on affordable housing	
Report of:	For Decision
Director of the Built Environment	
Summary	
<p>The City of London Local Plan requires new housing development to make a contribution towards the provision of affordable housing, seeking either 30% of the proposed units as affordable if delivered on-site, or a financial contribution equivalent to 60% of the proposed units as a commuted sum. This approach has been successful in generating financial contributions of £19.7m over the past 10 years out of total developer contributions towards affordable housing of £39.9m.</p> <p>On 28th November 2014, the Government announced a package of national planning policy changes to support small scale residential developers. Included within these changes were:</p> <ul style="list-style-type: none"> • The introduction of a national minimum development threshold, of 10 units or less with a gross floorspace of less than 1,000 sqm, below which affordable housing contributions cannot be sought; and • The introduction of a vacant building credit, requiring local planning authorities to give developers a financial credit equivalent to the existing gross floorspace of any vacant buildings being brought back into use. <p>Whilst the national minimum threshold should have a negligible impact on the City Corporation’s ability to seek affordable housing contributions, the vacant building credit could potentially significantly reduce future affordable housing receipts through s106 planning obligations, introducing significant risk to the City Corporation’s ability to deliver new affordable housing to meet local and wider London housing needs.</p> <p>The changes in national policy do not affect s106 contributions already received or those that are generated through commercial development.</p> <p>Counsel’s advice has been sought on the weight to be attached to the Government’s new policies and the scope to seek exemption for the City of London. This advice indicates that the Government and the Planning Inspectorate are likely to attach significant weight to the new national policy and would be unlikely to allow the policy to be undermined by existing local development plan policies. If the City Corporation wishes to seek an ‘exemption’ from the new national policy this would need to be promoted and</p>	

justified through a review of the recently adopted City of London Local Plan.

Recommendation

Members of the Planning & Transportation Committee are asked to:

- a) note the implications of the Government's revised policies for affordable housing in the determination of future planning applications for residential development in the City, and
- b) authorise officers to commence scoping work on the potential for a Local Plan Alteration to make a locally specific case that the vacant building credit should not apply in the City of London.

Main Report

Background

1. The City of London Local Plan, Policy CS21, requires new housing development in the City of 10 or more units to make a contribution towards affordable housing. The policy requires 30% of the units provided to be affordable on-site, or exceptionally, allows for off-site provision or a commuted payment to be made equivalent to 60% of the units proposed. The City's Planning Obligations Supplementary Planning Document requires the commuted sum to be calculated at a rate of £165,000 per unit of affordable housing required.
2. In March 2014, the Government consulted on proposed changes to planning obligations, seeking views on proposals to introduce a national minimum development threshold below which affordable housing could not be sought, and proposals to exclude buildings being brought back into use from the need to make s106 contributions towards affordable housing. The City Corporation responded to this consultation, objecting to the principle of reducing the scope for seeking affordable housing contributions from existing buildings, highlighting the potential adverse impact this could have on future affordable housing delivery in the City, where all development takes place on previously developed land.

Current Position

3. On 28th November 2014, the Minister for Housing & Planning announced a package of national planning policy changes to support small scale residential developers. These changes were announced by means of a Ministerial Statement, supported by changes to the national online Planning Practice Guidance. The key changes are:
 - a. The introduction of a national minimum threshold of 10 units or less, with a gross floorspace of less than 1,000 sqm, below which affordable housing could not be sought, This differs slightly from the City's Local Plan threshold of 9 unit or less.

- b. The introduction of a vacant building credit, which requires local planning authorities to give a financial credit to developers equivalent to the existing gross floorspace of any vacant buildings when the affordable housing requirement is calculated. The effect is that, for vacant buildings, or those that have been demolished, an affordable housing contribution can only be sought on any uplift in floorspace as a result of the development. This differs from the approach set out in the City's Local Plan which is based on the total number of new housing units created.

Implications for the City of London

4. The new policy requirements came into effect on the date of the Ministerial Statement and do not impact on any planning decisions issued, or s106 contributions for affordable housing received, by the City Corporation prior to this date.
5. In addition, the new policy only affects proposals for residential development and not commercial development. The City of London Local Plan requires new commercial development to make a contribution towards affordable housing, based on the uplift in floorspace. These contributions will be unaffected by the changes announced by the Government.

Threshold Change

6. Although this will require an amendment to be made to the recently adopted City of London Local Plan and the Planning Obligations Supplementary Planning Document, the effect of an increase of 1 unit in the threshold is likely to be negligible in terms of future affordable housing delivery.

Vacant Building Credit

7. All new residential development in the City takes place on previously developed land. Although the revised policy only affects vacant buildings, the guidance does not set out a clear definition of what is meant by 'vacant', e.g. whether a building should be vacant at the time of application or determination, or whether it should have been vacant for a specified period of time. As a result, the vacant building credit could be applicable to most new residential development within the City.
8. Application of the vacant building credit to a residential development will normally mean that any contribution towards affordable housing can only be based on the uplift in floorspace and not the total number of new residential units proposed. This will usually lead to a lower financial contribution and impact significantly on future affordable housing receipts.
9. An analysis of affordable housing contributions from all development since 2004 shows that a total of £39.9m has been received by the City Corporation, with an approximate 50/50 split between contributions received from commercial development (£20.2m) and those received from residential development (£19.7m).
10. Projecting the future financial impact is difficult as affordable housing contributions are subject to a number of variables, including whether the number of residential units is above the government's threshold, whether the existing building is vacant (bearing in mind the lack of definition in guidance as to what constitutes a vacant building) and assessments of the impact of

any affordable housing contributions on development viability. However, the vacant building credit could introduce the potential for significant risk to the City Corporation's ability to maintain affordable housing contributions and, ultimately, the delivery of new affordable housing to meet the needs of both City residents and those in neighbouring boroughs.

Status of the Policy Changes

11. The Town and Country Planning Act requires that planning applications should be determined in line with the Development Plan, having regard to other material considerations. Government planning policy, as set out in the National Planning Policy Framework (NPPF), is a material consideration which must be taken into account.
12. As the revised affordable housing policy has the potential for significant impact on developer contributions towards affordable housing and was announced via a Ministerial Statement, rather than through a change to the NPPF or planning regulations, Counsel's opinion has been sought as to the weight that should be attached to the revised policy in determining planning applications in the City. Advice from Counsel indicates:
 - a. That it would be difficult to mount a legal challenge to the Government's decision to introduce the new policy;
 - b. The national policy is a material consideration that should be taken into account in determining planning applications. It is likely that the Secretary of State and Planning Inspectors would give considerable weight to the national policy and they would be unlikely to allow the policy to be undermined by existing local development plan policies;
 - c. The policy came into effect from the date of the Ministerial Statement and is applicable to all planning applications that have not been determined or where there is a resolution to permit subject to the agreement of a planning obligation. It is likely to be necessary to reconsider applications where there has been such a resolution to permit but a planning obligation has not yet been agreed.
 - d. Vacant building credit has been introduced by the Ministerial Statement, supported by amended Planning Practice Guidance, with no amendment to statutory regulations. Consequently, there is no opportunity or requirement to obtain a local exemption from the policy similar to that granted to the City of London to national permitted development rights for the change of use from offices to housing;
 - e. If the City Corporation wishes to be 'exempt' from the application of the national policy, a change to the City's Local Plan should be sought. Such a change would need to be justified through formal public consultation and public examination on the grounds that particular local circumstances in the City justify an exception to national planning policy.

Relationship to the Community Infrastructure Levy

13. The Government's vacant building credit approach does not apply to the Community Infrastructure Levy and will not affect CIL contributions required from developers for new infrastructure. National CIL regulations prevent CIL funds from being used to provide affordable housing and there is no scope to

seek an increase in CIL charges on residential development to generate 'replacement' affordable housing funds.

Proposed Actions

14. The City of London Local Plan was adopted by resolution of the Court of Common Council on 15th January 2015. The Government's announcement of changes to affordable housing policies and Counsel's advice on its implications came too late to be considered as part of the preparation of the Local Plan. The consequences of the Government's policy for affordable housing delivery in the City will have to be considered through an alteration to the Local Plan. Counsel has advised that it may be possible to use such an alteration to make a locally specific case that the vacant building credit should not apply in the City of London. It is therefore proposed that officers be authorised to commence work on scoping the potential for such an alteration, including the evidence base necessary to support a locally specific argument. An alteration would not provide an immediate solution to the potential loss of s106 income, since it could take a minimum of 18-24 months to progress through the statutory plan making process and there is no guarantee that a locally specific case could be sustained through consultation and examination. Subject to the Committee's agreement that such an alteration should be investigated, officers will prepare a more detailed work programme which will be brought back to this Committee for approval.

Conclusion

15. The Government has introduced changes to national policy for seeking contributions towards affordable housing through planning obligations. These changes do not affect planning decisions issued, or s106 contributions received, prior to the Ministerial Statement. They also only impact on residential development and will not affect contributions towards affordable housing sought from commercial development.
16. The minor amendment to the threshold below which contributions towards affordable housing can be required should have a negligible impact on the delivery of affordable housing in the City, although it will require a change to be made to the recently adopted City of London Local Plan.
17. The introduction of the vacant building credit, however, means that future contributions towards affordable housing from residential development are likely to be based only on the uplift in floorspace and not the total number of new residential units proposed. This could potentially significantly reduce future affordable housing receipts through s106, introducing significant risk to the City Corporation's ability to deliver new affordable housing to meet local and wider London housing needs.
18. Due to the significance of the impact of this national policy change, Counsel's advice has been sought on the status of the Government's new policy and its weight as a material consideration in the determination of planning applications. This advice suggests that the policy is likely to be afforded significant weight by the Government and Planning Inspectors and will need to be applied within the City. To address the changes in policy, it is proposed that officers be authorised to scope the potential for an alteration to the Local Plan.

Background Papers:

Ministerial Statement, 28th November 2014 – Small scale developers

<http://www.publications.parliament.uk/pa/cm201415/cmhansrd/cm141128/wmstext/141128m0001.htm#14112842000008>

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Committee	Dated:
Community and Children's Services	13 February 2015
Subject: Care Act implementation	Public
Report of: Director of Community and Children's Services Comptroller and City Solicitor Chamberlain	For Decision

Summary

This report updates Members on the implementation of reforms introduced by the Care Act (the Act).

The Act introduces a major set of reforms to the way that care for elderly people and other adults with care needs is provided and paid for. The Act will be implemented in two stages, the first of which places a number of new duties on the City of London from 1 April 2015. It is anticipated that the second stage of implementation will take place from 1 April 2016.

Many of the Act's reforms put into law ways of working that are already normal practice for the City of London or consolidate existing laws.

Where changes are required by the Act, the City will amend its policy and practice in order to comply. Where the Act offers the City local discretion to decide elements of the Act's implementation, and these elements are not already agreed City policy, Members are asked to consider the recommendations made.

Recommendations

Members are asked to:

- agree to charging interest and costs in relation to deferred payment of care home fees
- agree that no charge is made for arranging the care and support of those who self fund their own non-residential care – and to review this decision at six and 12 months after implementation
- delegate authority to the Director, in consultation with the Chairman and Deputy Chairman, to approve further amendments or additions to policies and procedures required for when the Act comes into force on 1 April 2015.

Main Report

Background

1. This report updates Members on the progress made in implementing the reforms introduced by the Care Act 2014 (the “Act”). The Act seeks to change the way that care for elderly people and other adults with care needs is provided and paid for. It will be implemented in two stages, the first of which places a number of new duties on the City of London from 1 April 2015. These include:
 - a duty to promote people's wellbeing and to prevent the need for care and support
 - a duty to provide an information and advice service about care and support
 - a duty to facilitate a vibrant, diverse and sustainable market of care, and
 - to meet people's needs if a provider of care fails.
2. The City will also be required from this date to:
 - carry out an assessment of both individuals and carers wherever they have needs, including people who will be “self-funders” who meet their own care costs
 - provide an information and advice service about care and support
 - assess needs against a national minimum eligibility threshold for support, and
 - offer a universal "deferred payment" scheme, where people can set the costs of care and support against the value of a home they own.
3. The provisions of the Act which introduce a cap on the amount that anyone can be required to pay for their care and support in their lifetime will not come into force until April 2016. Payments for care made before April 2016 will not count towards the cap.
4. The Act introduces duties that are new in law and practice and duties that put into law ways of working that are existing practice for the City. It also consolidates and modernises a range of existing laws.

Implementation

5. The implementation of these changes is being overseen by a multi-disciplinary group of senior officers. It is being further supported by four Members of this Committee who are acting as Care Act Champions.

Policy Implications

6. The Act will require some amendments to policy and practice, and - for the requirement to provide information and advice - a change to service specification. The implications for policy and practice are summarised as:

Wellbeing and the prevention of needs for care and support

7. The Act imposes a general duty on all local authorities to promote an individual's wellbeing. The Act defines "wellbeing" as relating to
 - personal dignity
 - physical, mental health and emotional wellbeing
 - protection from abuse and neglect
 - control by an individual over day-to-day life
 - social and economic wellbeing
 - participation in work, education and training
 - domestic, family and personal relationships
 - suitability of living accommodation, and
 - the individual's contribution to society.
8. When discharging its functions and duties in respect of the provision of care and support a local authority must have regard to the individual's views, wishes, feelings and beliefs.
9. Furthermore, local authorities are required to provide services, facilities and resources which are designed to reduce the need for care and support of adults in its area.
10. The City's existing practices and policies in relation to care and support are already compliant with these general duties and as such no further action is required to comply with the statutory requirements.

Market provision

11. Section 5 of the Act requires a local authority to promote the efficient and effective operation of a market in services for meeting care and support needs. This should seek to ensure a variety of high quality services and providers from which to choose. The local authority should also ensure that any person in its area has sufficient information in order to make an informed decision as to how their needs can be met.
12. A local authority, when performing this duty, must:
 - ensure that it makes available information about providers and the services on offer
 - be aware of current and future demand for services
 - support those in need of services and their carers to participate in work, education and training
 - ensure sustainability of the market whilst seeking continuous improvement in the quality of services and fostering a workforce whose members are able to ensure the delivery of high quality services, and
 - ensure that sufficient services are available for meeting the needs for care and support of adults in its area.
13. The City is in the process of producing a Market Position Statement to comply with this duty to promote diversity and quality of provision. The City already publishes an *Adult Social Care Services Directory* to support and inform service user choice.

Assessment and assessment regulation

14. The Act imposes a duty on local authorities to undertake a “needs assessment” in respect of adults who may have needs for care and support. Such an assessment will determine whether an adult has any needs and, if so, identify the needs and the level of care and support required. When undertaking a needs assessment the local authority must involve the adult, any carer and any person that the adult wishes to be involved. The City’s current practices and policies meet these requirements.

Carers assessment

15. The Act creates a duty to undertake a carers assessment on the basis of the apparent need for support (whether currently or in the future). The assessment must determine whether need for support exists (or will exist in the future) and identify the needs. It must include an assessment of the carer’s ability and willingness to continue to provide care to an adult along with the outcomes that the carer wishes to achieve in day-to-day life and whether the provision of support could contribute to those outcomes. Any assessment must involve the carer and any person the carer wishes to be involved.
16. This is a lower threshold for assessment than under current law. The Act gives local authorities a responsibility to assess a carer’s needs for support, where the carer appears to have such needs. This replaces the existing law, which says that the carer must be providing “a substantial amount of care on a regular basis” in order to qualify for an assessment. This will mean more carers are able to have an assessment, comparable to the right of the people they care for. The City’s current practices and policies meet these requirements.

Eligibility

17. The Act sets out in one place, local authorities’ duties in relation to assessing people’s needs and their eligibility for publicly funded care and support. Where a person’s assessed need meets the “eligibility criteria” introduced by the Act, that person will be entitled to social care support. The aim is to introduce a national minimum threshold to ensure access to support is based on need and not local eligibility criteria. The Care and Support (Eligibility Criteria) Regulations 2014 detail needs which meet the eligibility criteria for both adults and carers.
18. The City’s existing eligibility policy currently meets the new statutory criteria.

Deferred Payment Agreements (DPAs)

19. The Act introduces a universal deferral scheme designed to prevent people from being forced to sell their home in their lifetime to meet the cost of their care. The City will offer deferred payment to anyone meeting the governing criteria set out by the Act and guidance. In implementing this policy the City must decide whether it charges interest and recoups costs associated with deferring fees (see below).

Charging

20. The Act consolidates existing law and as such the City's policy for charging is already compliant. The City makes a charge for the provision of care and support where an individual's financial resources are assessed to be above the financial limits that relate to residential or non-residential care.
21. The Act preserves the power for local authorities to charge for arranging care and support in some circumstances. Current City policy is not to levy charges (see below) for arranging care.

Carers needs and support

22. The Act replaces the existing discretionary power of local authorities to provide services to meet a carer's needs for support with a requirement to do so where the carer meets the eligibility criteria for support. The City's existing arrangements for carers comply with this requirement.

Financial assessment

23. Regulation 12 of the Care and Support (Charging and Assessment of Resources) Regulations 2014 provides that a local authority is not permitted to pay towards the cost of the provision of accommodation in a care home where the relevant adult's capital exceeds £23,250.
24. Where the relevant adult requires care and support in the home then the local authority may, but need not, pay towards the cost of that support where the relevant adult's capital exceeds £23,250. For the assessment of those receiving care in their home, the upper capital limit used by the City for financial assessment is £34,000.
25. From 2016/17 the upper capital limit will be raised to £118,000.

Proposals

26. The Act offers the City local discretion to decide some elements of its implementation. Those elements that are not already agreed City policy are presented below for Members to consider.

Deferred Payment Agreement – interest and costs:

27. Section 34 of the Act defines a "deferred payment agreement" as being an agreement under which the local authority agrees not to require either the payment of monies due in respect of care and support made under the Act (or associated regulations), and/or the repayment of part of a loan made to enable care or support to be obtained, until a specified time in the future.

28. The government's guidance sets out the intention that the DPA scheme should be run on a cost-neutral basis, with local authorities able to recoup the costs associated with deferring fees by charging interest.
29. Regulation 9 of the Care and Support (Deferred Payments) Regulations 2014 permits a local authority to charge interest on the deferred amount provided that it informs the recipient of this intention before the agreement is entered into. The Act also allows for the City and other local authorities to choose not to charge interest or costs.
30. In line with the government's intention of cost neutrality, it is recommended that the City charges interest on deferred fees. It is proposed that interest will be set in line with the regulations, which base the rate on the cost of government borrowing and will change on 1 January and 1 July every year. This interest will be compounded on a monthly basis.
31. Regulation 10 permits local authorities to recoup the administrative costs associated with DPAs (including legal and ongoing running costs) via administration charges that can be passed on to the individual.
32. It is further proposed that an administration charge apply based on the costs incurred for:
- postage, printing and photocopying in relation to the agreement
 - staffing costs
 - overheads (e.g. computer equipment and utility charges)
 - valuation fees in respect of property put up as security
 - registering the charge against the property ("the security")
 - perfecting the security
 - discharging or redeeming the security
 - ensuring compliance with the terms and conditions of the DPA.
33. Before entering into a DPA, a local authority must provide an estimate of the costs to be levied in respect of preparing administering the DPA, outlining the relevant charges. Before seeking to recover any charges the local authority must provide a statement setting out the amount of any administrative charge and how it was incurred.
34. Costs incurred during and at the end of the agreement, including any costs associated with revaluing the property, providing statements, and removing a legal charge from the property will also be added.

Charging

35. The Act provides the City with the power to charge for arranging care and support in the homes for those who fund their own care. The City does not currently levy such a charge. The Act requires the City to assess the needs of self funders and to arrange their support if they request this help. The future demand for this support is unknown. Charging could add an administrative burden. It is recommended that the City continues not to levy a charge for arranging care and

support for self funders, but that this decision is reviewed at six and 12 months after implementation.

Policy and procedures

36. The implementation of the Act will require some amendments or addition to existing Adult Social Care policy and procedures before 1 April 2015. Where such changes support the delivery of required elements, as summarised in paragraphs 6 to 25, it is recommended that Members delegate authority to approve them to the Director, in consultation with the Chairman and Deputy Chairman.

Corporate & Strategic Implications

37. The *City Together Strategy* seeks a world class City which supports vulnerable members of the community so that they can remain at home and maintain their independence and which gives support and recognition to the role of carers. It also aims to ensure that everyone can meet their full potential in every aspect of their daily lives by taking a preventative approach.

38. KPP4 of the *Corporate Plan* aims to maximise the opportunities and benefits afforded by the City of London's role in supporting London's communities.

39. Implementing the Care Act is an action of the Community and Children's Services *Departmental Business Plan*.

Implications

40. There are no further legal, financial and HR implications. The demand on services arising from the changes the Act introduces from 1 April 2015 is not predicted to be significant, given the City's current practice. However, this will be closely monitored and significant implications reported to this Committee.

Conclusion

41. The Care Act builds on recent Government reviews and reforms, replacing numerous previous laws, to provide a coherent approach to adult social care in England. It introduces a range of practice that already exists in the City. To that extent the Act serves to bring the practice of other local authorities in line with standards already in the City.

42. Where the Act has required change, a robust project management approach has been adopted to ensure its implementation in a timely and appropriate way.

Appendices

- None

Background Papers

Care Act and Better Care Fund Update report to CCS Committee, 12 September
2014
Care Act 2014 and associated regulations made thereunder

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Agenda Item 9

Committees:	Dates:
Corporate Projects Board Projects Sub Health and Wellbeing Board (for information) Community and Children Services (for information)	02 February 2015 23 February 2015 23 February 2015 13 February 2015
Subject: Gateway 1 & 2 Project Proposal: Golden Lane Estate Playground Refurbishment	Public
Report of: Director of Community & Children's Services	For Decision

Project Summary

1. Context	<p>This Gateway 1/2 relates to the playground at the heart of the Golden Lane Estate which is a Grade II listed post-war housing development (Crescent House is Grade II* listed). Much of the original structural landscape is intact: the playground is sunken, walled and near residential blocks. Its access is poor (stepped access only). The current play facility is not used by local families, as its layout make it difficult to supervise children. It is considered a security risk at present as it is a concealed area, and thus can attract anti-social behaviour.</p> <p>In November 2012, it was identified that there were 192 children aged under-five living in the Cripplegate and Aldersgate wards. Of those, 47 children lived on the Golden Lane Estate (Source – Family Profile Data, Nov 2012). There is a facility for older children, which has been upgraded (completed December 2013), but there are no suitable play facilities for under-fives. Through various consultation exercises, there have been requests from families on the estate and the wider area to address the lack of play facilities for toddlers and younger children.</p> <p>There is knowledge of some concrete decay on the estate (an estate-wide concrete testing project is due to commence shortly), the playground is an unusual structure and the estate was built upon bomb-damaged warehouse basements. Structural investigations will be key in appraising the viability of the scheme.</p>
2. Brief description of project	<p>The proposed project aims to replace an insecure, unsightly facility which is not fit for purpose and not of benefit to the community, with one which provides safe, stimulating play opportunities for young children and contributes to the environmental enhancement of the Grade II listed housing estate. Raising the floor will be required to create the new, more accessible playground. Initial feasibility work has been carried out, liaising with CoL officers from Engineering and Planning. Both Planning permission (CoL) and listed building consent (Department of Communities and Local Government) would be required for the proposal.</p> <p>The Planning Officer advised that planning permission would be based on consideration given to the type of infill – i.e. whether the infill used to raise the ground floor level of the playground could be reversed should this be desired at some future date. If this was not</p>

	<p>feasible, the Planning officer advised that due to the unusual nature of the sunken playground on this Grade II listed estate, planning approval would still be recommended.</p> <p>As the playground is located within Golden Lane Estate, it is expected that residents will be the principle users. However, it will be open to visitors and residents from the Barbican and surrounding areas. The playground is intended for very young children and therefore parents or carers will be expected to supervise at all times. Opening times will be agreed with residents and will change according to the seasons and the playground will be locked overnight.</p> <p>The design of the space will be led by local residents and informed by consultation exercises undertaken with the wider community and other stakeholders looking at the function of the space, play equipment, landscaping – other considerations will include accessibility, safety, ASB prevention, signposting/ wayfinding to the facility as well as facilities for parents/carers.</p>
<p>3. Consequences if project not approved</p>	<p>If this project is not approved the City would miss an opportunity to deliver an objective of the Local Plan ('the City will seek additional or enhanced play facilities'), more specifically it would fail to meet the need of improvement of the Golden Lane Estate playground identified through recent consultation exercises.</p> <p>It will further prevent to support the strategic aims of the City's Health and Wellbeing Strategy as well as the Every Child Matters' national agenda.</p> <p>Non-delivery also means that the existing unused facility is likely to deteriorate and become even more of an eyesore on the estate.</p>
<p>4. Success criteria</p>	<ul style="list-style-type: none"> • High quality playground reflecting the City's commitment to high quality services; • A facility that is designed well to complement its setting, improve the appearance and function of the outdoor space; • Improved accessibility of the public space; • Ownership of the play facility by the local and wider community through successful engagement and efficient consultation from initial design through to delivery; • A design that minimises opportunities for anti-social gatherings; • A design that successfully improves social cohesion by creating more opportunities for positive social and inter-generational interactions; • A play facility which is safe while providing the appropriate level of risk and challenge required in the development of the child.
<p>5. Governance arrangements</p>	<p>Spending Committee: Community and Children's Services Committee</p> <p>Senior Responsible Officer: Assistant Director Housing and Neighbourhoods, Community and Children's Services Department.</p> <p>Project Board: No</p>

	<p>Given the scale and nature of the proposed project; however the following project governance structure is anticipated:</p> <ul style="list-style-type: none"> • Project Sponsor: Golden Lane Estate Ward Member • Senior Responsible Officer: Assistant Director Housing and Neighbourhoods, Community and Children’s Services Department. • Client Lead: Asset Programme Manager, Community and Children’s Services • Project Manager: Environmental Enhancement Project Officer • Consultation and Residents Liaison Lead: Area Manager (Central), Community and Children’s Services • The project will be monitored by the Housing Programme Board, which is Chaired by the Director of Community and Children’s Services and includes representatives from the Departments of Community and Children’s Services, the Built Environment, Chamberlain’s, City Surveyor’s, Comptroller and City Solicitor’s.
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Prioritisation

<p>6. Link to Strategic Aims</p>	<p>2. To provide modern, efficient and high quality local services and policing within the Square Mile for workers, residents and visitors with a view to delivering sustainable outcomes</p>
<p>7. Links to existing strategies, programmes and projects</p>	<ul style="list-style-type: none"> • <u>The Corporate Plan:</u> <i>‘To provide modern, efficient and high quality local services and policing within the Square Mile for workers, residents and visitors, with a view to delivering sustainable outcomes’.</i> • <u>The City of London Local Plan (2015-2026):</u> <i>‘The City Corporation will protect existing play provision and seek additional or enhanced play facilities or space’.</i> <ul style="list-style-type: none"> • The City Together Strategy – particularly its objectives to:- <ul style="list-style-type: none"> ➤ Support our communities and ➤ Protect, promote and enhance our environment. • <u>The City’s Children & Young People’s Plan 2013-15:</u> <ul style="list-style-type: none"> ➤ <i>‘To provide early preventative and intervention services to meet the needs of children and young people in the City of London’;</i> ➤ <i>‘To ensure that children and young people will be healthier, fitter and more emotionally resilient’;</i> • <u>Open Space Strategy (2008)</u> <ul style="list-style-type: none"> ➤ <i>Provide additional play facilities (including equipped play areas) in existing and new spaces in accordance with the City Corporation’s Play Strategy (2007-2010).</i> • The project will also contribute to meeting the first three outcomes of <u>Every Child Matters(ECM)</u> – that every child shall:- <ul style="list-style-type: none"> ➤ Be healthy ➤ Stay safe

	<p>➤ Enjoy and achieve</p> <p>Meeting the ECM outcomes is the first element of the <u>City's Education & Early Years Service Vision</u>.</p> <ul style="list-style-type: none"> The Project will have regard to the Asset Management Strategy and 5 and 30 year Asset Management Plans.
8. Project category	7a. Asset enhancement/improvement (capital)
9. Project priority	C. Desirable

Options Appraisal

10. Overview of options	<p>Given the site constraints (listed status; sunken structure of the playground) the range of options is limited. Variations on landscaping, furniture and play equipment, use of the redundant underground space and type of infill will constitute the main options to be assessed and guided by public consultation.</p> <p>The Options Appraisal Stage will be informed by structural survey findings, accessibility considerations, Listed Building Planning Guidance and foremost by public consultation. Following the outcomes of the structural assessment, a 'quit option' would be envisaged at the solutions appraisal stage in the case of an unfavourable cost/benefit ratio. In this eventuality, the project will report back to committees.</p>
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Project Planning

11. Programme and key dates	<p>Overall programme: January 2015 – February 2016</p> <p>Key dates:</p> <ul style="list-style-type: none"> Options Appraisal, Design to stage D incl. necessary surveys and consultations: March – May 2015 Decision on approach: March 2015 Construction package and Gateway 5 approval (delegated to Chief Officer): May – June 2015 Implementation: July – August 2015 Snagging: September - October 2015 Project close-down: October 2015 – Feb 2016 <p>Other works dates to coordinate: Based on the above timetable, there are 4 works projects which may be underway at Golden Lane:</p> <ul style="list-style-type: none"> Concrete testing and repair, Great Arthur House Windows Replacement, Door entry system refurbishment, CCTV system refurbishment. <p>The contractors will be carefully co-ordinated to ensure there is no negative impact.</p>
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<p>12. Risk implications</p>	<p>Overall project risk: Green</p> <p>1. Structural constraints limit scope/escalate costs Necessary surveys will be carried out to identify any possible structural issues the site may have and how to address them. Solutions proposed will be assessed in terms of value for money / Cost-Benefit ratio.</p> <p>2. Full cost of works unknown As the design options are identified and investigations/surveys carried out, the likely cost of the scheme will be established. The scope of the project will be tailored to ensure delivery within the available funding.</p> <p>3. Project exceeds budget Costs will be monitored closely and expenditure phased on the basis of essential Vs optional elements of the scheme to ensure the budget is not exceeded.</p> <p>4. Key stakeholders oppose the proposed refurbishment of the playground Officers will provide detailed information and briefings to stakeholders throughout the design and evaluation stages, including consultation with the wider community.</p>
<p>13. Stakeholders and consultees</p>	<ul style="list-style-type: none"> • Residents of Golden Lane Estate • Local Ward Members • Local Service Users • Health and Wellbeing Board • Golden Lane Estate Board • City of London Police (Architecture Liaison) • Fusion, Golden Lane Leisure Centre

Resource Implications

<p>14. Total estimated cost</p>	<p>1. Under £250k Likely cost range: £160k-£180K of which £125K will be works, incl. a 5 year maintenance lump sum. This estimate will be refined at Gateway 5.</p>
<p>15. Funding strategy</p>	<ul style="list-style-type: none"> • £125K for works: City Fund (likely DCCS 2014/15 underspend to be bid for as part of carry forward). There may also be the potential to use an element of the 2015/16 Public Health Grant ; • £55K for staff costs and fees: this element will be met from DCCS local risk.
<p>16. On-going revenue implications</p>	<p>The design options are unlikely to result in an increase in maintenance costs, however any potential increases will be carefully assessed and steps taken to minimise these increases where possible. A 5 year maintenance cost lump sum is included in the total estimated project cost to cover any potential additional</p>

	<p>costs, particularly in relation to Cleansing, Housing (estate maintenance) and Open Spaces (if soft landscaping is included in the design).</p> <p>This will be assessed during the options appraisal stage and confirmed at Gateway 5.</p>
17. Procurement strategy	<p>Most of the works involved are outside the scope of the standard schedules of rates of the City's Term contractor, Riney's. As the value of the works is anticipated to be under £400K, it is recommended to undertake a Request For Quote (RFQ) as per the City's Procurement Regulations, January 2014 (paragraphs 15.4, 18.1) and to invite at least three companies to submit a written quotation. Quotations will be sought liaising with CLPS and assessed on value for money, quality and reliability.</p>
18. Legal implications	<p>The playground is at the heart of the Golden Lane Estate Housing Estate which is a Grade II listed post-war housing development. Listed Building Consent and Planning Permission will be required for the works.</p>
19. Equality Impact Assessment	<p>An equality impact assessment will be undertaken.</p> <p>This is anticipated to be undertaken while finalising the design prior to Gateway 5.</p>

Recommended Course of Action

20. Next steps	<ul style="list-style-type: none"> • Finalise project governance (Feb. 2015) • Undertake necessary structural surveys and investigations (March 2015) • Decision on approach (March 2015) • Appoint Architect (March 2015) • Request for Quotation (March 2015) 									
21. Approval track and next Gateway	<p>Approval track: 3. Light</p> <p>Next Gateway: Gateway 5 - Authority to Start Work (Light)</p>									
22. Resource requirements to reach next Gateway	<table border="1"> <thead> <tr> <th>Item</th> <th>Reason</th> <th>Cost (£)</th> </tr> </thead> <tbody> <tr> <td>Surveys and Structural Engineer fees</td> <td>Project main aim is to bring the floor of the playground to ground level – surveys will inform the feasibility and help cost solutions.</td> <td>£4K</td> </tr> <tr> <td>Project Management Staff Costs to G5</td> <td>Expertise provided by DBE to DCCS to ensure project is delivered on time, within budget and in accordance with City's guidance, policies and PM good-practice incl. production of key PM documentation. Other duties: design process documentation; consultant management, budget management, procurement of main</td> <td>10K Based on an average of 6h/week for 4 mths incl. overheads</td> </tr> </tbody> </table>	Item	Reason	Cost (£)	Surveys and Structural Engineer fees	Project main aim is to bring the floor of the playground to ground level – surveys will inform the feasibility and help cost solutions.	£4K	Project Management Staff Costs to G5	Expertise provided by DBE to DCCS to ensure project is delivered on time, within budget and in accordance with City's guidance, policies and PM good-practice incl. production of key PM documentation. Other duties: design process documentation; consultant management, budget management, procurement of main	10K Based on an average of 6h/week for 4 mths incl. overheads
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		contractor in close liaison with Client Lead.	
	DBE Highways Engineer Staff Costs	Advice on construction programming; sign-off architects' drawings and issue construction package incl. levels, drainage and lighting; source and procure materials.	£6K Based on an average of 4h/week for 4 mths incl. overheads
	DBE Structures Engineer Staff Costs	Advise on structural design and drawings	£2K
	Landscape Architects	Produce design to RIBA stage D; Co-produce materials for consultation purposes; Assist CoL engineers during stages E/F/G; Attend Design Team Meetings, Site meetings, consultation workshops and events.	£10K
	Communication materials incl. design	The design of the public space will be community-led – high quality tailored communication materials (incl. models/montages) will be key to successful engagement.	£3K
	Total resources to reach Gateway 5:		£35K
	Funding Source: Local Risk DCCS		

Appendices

Appendix 1	Site Location Plan
Appendix 2	Pictures of existing playground

Contact

Report Author	<ul style="list-style-type: none"> Leila Ben-Hassel, Project Manager, Environmental Enhancements, Department of the Built Environment on behalf of Community and Children Services; Amy Carter, Client Lead, Department of Community and Children Services.
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Appendix 1 - Site Location Plan



Appendix 2 - Images of the site



Existing sunken playground



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Committee(s)	Dated:
Community and Children's Services Committee	13/02/2015
Subject: Community Small Grants Scheme Review 2013/14	Public
Report of: Director of Community and Children's Services	For Information

Summary

This report highlights to members the support the City of London gives to community groups within the Square Mile and is a celebration of the diversity of projects and activities which have been recipients of a small grant in 2013/14.

The appendix was written by our voluntary sector partners Community Service Volunteers (CSV), who manage the Small Grants Scheme on the City of London Corporation's behalf. The Community Small Grants Scheme has a budget of £20,000 per annum, and has been supporting the community since 2012.

Recommendation(s)

Members are asked to: note the report.

Main Report

1. The aim of the City of London Small Grants Scheme is to support local community projects within the Square Mile through the provision of small (less than £2,000) grants to local voluntary and community groups. It is expected that the projects will enable more people to become involved in their communities. It is also hoped that local groups will encourage a broader understanding of some of the needs and opportunities people have in those communities. The Small Grants Scheme has the City of London's Health and Wellbeing Strategy's aims and key priorities as its core. These are:

- Start well
- Develop well
- Learn well
- Live well
- Work well
- Age well
- End well.

2. The evaluation panel is chaired by the Volunteering Service Manager for Community Services Volunteers. Other members of the panel are as follows:
 - a Member of the Community and Children's Services Committee
 - a Commissioning and Performance officer
 - a representative from the Adult Social Care team
 - two volunteers and residents of the City of London.

Department of Community and Children's Services key priorities

- Improving the health and wellbeing of communities and individuals.
 - Protecting and safeguarding vulnerable people through better prevention and early intervention.
 - Promoting independence and choice for service users.
 - Supporting and empowering our communities and enabling people to make a positive contribution.
 - Making the best use of our resources and improving the way we work
3. The Care Act 2014 states that a local authority must promote wellbeing when carrying out its support functions. This is referred to as the wellbeing principle. The wellbeing principle applies in all cases where a local authority is carrying out its support function. Wellbeing is a broad concept and it is described, among other ways, as relating to the following areas in particular:
 - personal dignity
 - physical and mental health and emotional wellbeing
 - protection from abuse and neglect
 - control by an individual over day-to-day life
 - participation in work, education and leisure activities.

The Small Grants Scheme is an example of the way in which a local authority can promote a person's wellbeing in many ways.

4. In 2013, a wide-ranging number of local organisations were supported. There were 15 projects supported with details highlighted in the appendix. These ranged from older people's support and social groups, dancing and gardening projects, to support for internet access or substance misuse. The projects evenly covered the whole of the City of London geographically and many residents have benefited. Members are asked to view Appendix 1.

Conclusion

The City of London Small Grants Scheme is now in its third year, and it has supported 43 organisations during this period.

This report highlights those organisations and community groups that benefited from the scheme in 2013/14. It is a celebration of those groups supported, with commentary from those who have benefited from the grants awarded.

A further report will be made available highlighting those groups supported in 2014/15 later on this year.

Appendices

- Appendix 1 – Small Grants Scheme 2013 – Community Service Volunteers.

Peter Corden-Dilley

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Small Grants Scheme

Evaluation 2013

City of London Volunteering Service



Introduction

In 2012 the CSV City of London Volunteering Service was commissioned by the Corporation to develop, promote and administrate a Small Grants Scheme with the aim of supporting local community projects within the City of London Borough through the provision of small grants to local voluntary and community groups.

It was expected that the projects funded would enable more people to become involved in their communities in a range of positive ways. It was also hoped that the local groups would encourage a broader understanding of some of the needs and opportunities people have in their communities. The scheme was designed to support the City of London's strategic aims as set out within the City Together Strategy and Adult Wellbeing Policy.

In addition to administrating and promoting the Small Grant Scheme, the City of London Volunteering Service is responsible for consulting with grant applicants and enabling them to make applications to meet the criteria laid out in the small grants application pack.

City of London's Strategic Aims

1. To enhance and promote a better quality of life for residents with the indicators:

- Residents feel safe in their community
- Residents lead health and active lifestyles
- Residents feel pride in the community to which they belong
- Reduced isolation of elderly and vulnerable residents
- Residents learn new skills or develop existing skills
- Prevention of possible future problems
- Promotion of intergenerational activity
- Minority or economically disadvantaged groups are benefitted
- Opportunities for young City residents

2. To improve the City of London departments value for money, efficiency & performance

3. To increase stakeholder involvement/partnership working to drive service improvement

4. To build on the reputation of the City and the department by actively promoting the department's good work.

Funding Awards

The Small Grants Panel made awards to thirteen organisations that applied for funding. The utilisation of funds for each of these organisations is outlined in the body of this report.

The Sir Ralph Perring Club

Organisation Description

A social club for over 60's residents living on the Golden Lane Estate in the Barbican. This includes a weekly social club meeting as well as specifically organised evening events and outings for the residents. This year saw the fiftieth anniversary of the club and part of the small grants funding was used to hold an event to commemorate this milestone.



Funds Utilised For:

- Coach hire cost for a day trip for members
- Lunch for club members on day trip
- 50 year anniversary celebration event
- St George's day social gathering
- Christmas social gathering
- Tea event with the Lady Mayoress
- New chairs for club room

Project Co-ordinator's Report

The Project Co-ordinator reported that the funding provided a very enjoyable day out for members to Southend, along with a number of other ongoing and one off social events. These kinds of trips and gatherings make a big difference to the lives of elderly residents who would otherwise not have opportunities to get out and about and socialise in this way.

“The club is very grateful” for the small grants provision and without the funding from the City of London they would struggle to exist in their current format.

Thirty elderly residents were assisted and supported through provision of this grant.

Project Participants Report

Jean aged eighty four and a long-time resident of the local area. She has been attending the project for twenty five years and found out about it through a friend in the local area.

Jean says that she feels healthier, more involved in her local community and less socially excluded as a result of participating in this project, and expresses considerable hope that the project will be able to continue because it makes a big difference to her life and gives her the opportunity to regularly socialise with other residents in the area.

She feels that the needs of the club members are simple and that they would never ask for anything more than the odd day out here and there and a weekly social meeting, and that this is enough for them and they are very happy that way.

She also feels that the existence of the club provides safety and security for her because it means she can regularly be in touch with other local people and doesn't feel alone on the estate.

City of London Strategic Aims Met

:

1. Residents feeling safer in their community
2. Residents leading active and healthier lifestyles
3. Elderly and isolated residents supported
4. Residents having pride in their community
5. Work of the City of London supported

Barbican Tuesday Club

Organisation Description

A social club for retired and senior residents on the Barbican Estate, including weekly social gatherings, educational talks, visits to places of interest and biannual outings to the seaside and National Trust Gardens. The group has been running for over forty years and has regular guest speakers who come and give them talks at meetings.



Funds Utilised For:

- Coach hire for outings
- Local visits to London museums
- Christmas and New Year parties
- Speakers visiting the club
- Purchase of a projector

Project Co-ordinator's Report

The Project Co-ordinator reported that the funding provision helped the group organise a range of very beneficial outings and activities and also to purchase a projector in order to offer information films to group members in future.

The co-ordinator affirmed that the funding enabled elderly residents to access events and outings that would normally not be available to them, and also the provision of ongoing companionship and a sense of support and community.

Twenty eight elderly residents were assisted and supported through provision of this grant.

Project Participant's Report

Bridget is eighty three years old and attends the project to feel more involved with other residents living in the area. She very much enjoys the activities and outings with fellow residents and speaks highly of the talks they receive from guest speakers also. She is disabled and struggles to get out and about without assistance so the project is vital to her in providing contact and the opportunity to get out and about occasionally.

Joyce is eighty years old and heard about the project through reading about it in a local community magazine. She feels more active and connected to her community through attending the project. She feels it offers her the opportunity to meet and mix with people from a range of different backgrounds that she would not normally encounter or socialise with. Joyce is a reasonably new resident in the area and points out that the project has offered her the chance to get to know people in order to build up friendships, and has helped her to feel more comfortable about living in a new area. Her view about the project in general is "long may it continue".

City of London Strategic Aims Met

1. Residents feeling safer in their community
2. Residents leading active and healthier lifestyles
3. Elderly and isolated residents supported
4. Residents having pride in their community
5. Work of the City of London supported
6. Risk of future problems for residents reduced

Three Score Club and Wingate Golden Oldies

Organisation Description

The Three Score Club and Wingate Golden Oldies are a group of elderly and retired residents on the Portsoken Ward and Mansell Street Estate. The club runs regular social gatherings, fish and chip suppers, organises educational talks and biannual outings to the seaside for its members. They also run a monthly chiropody clinic.



Funds Utilised For:

- Coach trip and entrance to Woburn Safari Park
- Provisions of fish and chip suppers

- Coach trips to Colchester, Broadstairs and Kent for members
- Christmas Party for members
- Trip on the Bluebell railway
- Cinema evening for members

Project Co-ordinator's Report

The Project Co-ordinator reported that the funds allowed the Golden Oldies and Three Score Club the opportunity to take elderly residents on a number of fantastic outings and holidays including a trip to the seaside. He underlined that without these funds these activities simply would not have taken place and that they make a big difference to the emotional wellbeing of residents as well as developing community spirit and cohesion.

The funding reached over twenty five local elderly people aged between sixty and ninety.

Project Participant's Report

One resident who takes part has lived on the Mansell Estate for twenty eight years and loves the fact that the clubs offer her the opportunity to remain an active part of her community now that she has retired and thus has less obvious ways to get out and about and interact. Another resident states that the clubs help him to feel proud of the area he lives in and the community to which he belongs.

City of London Strategic Aims Met

1. Residents feeling safer in their community
2. Residents living healthier and more active lifestyles
3. Supporting and enhancing quality of life for elderly residents
4. Forming part of the City's early intervention strategy

Craft and Conversation

Organisation Description

Craft and Conversation does what it says on the tin. It is a weekly knitting club for City residents and others, held at the Barbican, which offers them a space and a forum to socialise and to share and develop craft skills and interests.

Funds Utilised For:

- Wool for residents to take part in knitting
- Summer group outing for club members

Project Co-ordinator's Report

The Co-ordinator pointed out that the project not only provides social and community activity for residents. The organisation serve a dual positive purpose in that they largely create and provide warm clothing for charitable organisations to hand on to people in need. She was keen to point out that the club welcomes all comers and is hoping to grow over time in size.

Project Participant's Report

A seventy year old participant started that involvement in the project has given her pride in her local community, has lessened feelings of isolation or her, and has helped her learn new craft making skills. For her the best part about the experience is "being part of a team" and the shared bonding and friendship that goes along with it. She also underlines the fact that some of the things that they make are donated to worthy causes in the area.

City of London Strategic Aims Met

1. Elderly and isolated residents supported
2. Benefitting minority or disadvantaged groups
3. Residents developing or learning new skills

Edible Golden Lane

Organisation Description

Edible Golden Lane grows fruit and vegetables in soil bags to provide food for local residents and to act as a gardening club that residents can get involve with in order to meet each other and enjoy growing plants and food. They also provide a programme of events for the wider community.



Funds Utilised For:

- Purchase of several water butts
- Purchase of planters for growing fruit and vegetables
- Purchase and delivery of soil
- Cables and trellis for community gardens
-

Project Co-ordinator's Report

The Co-ordinator reports that the funds enabled them to broaden the scheme by purchasing vital new gardening and growing equipment to create new areas for community planting so in effect increased the capacity of the project. They report that the project reaches all ages and social groups in the community and that it gives priority to residents with no access to an outside space or garden to allow them the opportunity for some greenery and space.

Project Participant's Report

Participants report that they have been able to work together to build the planters and develop the community areas. It has allowed them greater interaction and to develop new friendships with other local people. It has also allowed them to take on new members and participants. Several members report that they feel their health and wellbeing have been directly positively affected by the project.

City of London Strategic Aims Met

1. Residents leading active and healthy lifestyles
2. Residents having pride in their community
3. Residents developing or learning new skills
4. Elderly and isolated residents supported

Barbican Art Society

Organisation Description

The Barbican Art Society is a small art charity which maintains a dedicated art room for the benefit of City residents to participate and learn and develop an interest in the arts.



Funds Utilised For:

- Covering basic core costs like council tax, rent and insurance.
- Running a fund raising and awareness exhibition.

Project Co-ordinator's Report

The Co-ordinator reports that elderly and disabled members have been particularly sought out and offered involvement and engagement with the society. Five separate classes each comprising eight students benefited through provision of the grant. The grant also enabled promotion and art education through an event. He reports also that the funds have allowed them to expand their work and find more students with disabilities to get involved in their art projects.

Project Participant's Report

A fifty eight year old project participant reported that she enjoys both the aspects of art tuition and also the opportunity to meet and socialise with other residents through those activities. She also underlines the fact that she is disabled and has limited opportunities in some respects but that this project is one she can easily take part in and is very appreciative of that.

She feels that the project has given her new friends and "built confidence and enabled me to be independent"

City of London Strategic Aims Met

1. Residents leading active and healthier lifestyles
2. Residents having a pride in their community
3. Elderly and isolated groups supported
4. Residents developing or learning new skills
5. Increase in intergenerational activity
6. Promoting opportunities for young people
7. Promoting the work of the City of London

Elder's Voice – City Carers Day Out

Organisation Description

Elders Voice works with and for older people and carers in the City of London to provide support, services and opportunities for them to remain active and independent members of their communities.



Funds Utilised For:

- Cruise on the Thames for carers
- Lunch on the Thames for carers
- Respite stand-in care to cover absence for the participants

Project Co-ordinator's Report

The Co-ordinator reports that the funds were used to provide a respite day for fifteen full-time City Carers who reported that they were feeling socially isolated and stressed and would benefit from a day's respite from their usual care duties. It also gave them the opportunity to meet and socialise with other carers in similar situations so that they could share experiences and learn from each other.

She also reports that funding has helped increase numbers of carers attending monthly support group meetings where they can socialise and hear talks on related subjects from a range of guest speakers.

Project Participant's Report

The following were comments made by participants on the project outing:

“Thank you so much for a delightful 'outing' I really enjoyed the day. The food was excellent & so nice to meet everyone socially.”

“It was a super day. We enjoyed the scenery and the service was good “.

“The trip was wonderful”

City of London Strategic Aims Met

1. Residents leading healthy and active lifestyles
2. Elderly and isolated residents supported
3. Benefiting minority or disadvantaged groups
4. Risk of future problems reduced

Older People's Reference Group City and Hackney

Organisation Description

The City and Hackney Older People's Reference Group gives a voice and a regular forum and meeting point to elderly people in the design and delivery of healthcare services delivered by the City of London (and Hackney).



Funds Utilised For:

- Purchase of a portable PA system for the group

Project Co-ordinator's Report

The Project Co-ordinator reports that the funds effectively reached over two hundred people attending their meetings over the course of a year. It allowed them to purchase a portable PA system which meant they could be much more flexible in where they held their meetings. This in turn provides greater community involvement and participation in their group. It has also helped elderly people function more effectively at meetings as they can now speak and hear properly whereas there were issues with these areas in the past.

Project Participant's Report

A seventy four year old retired doctor and project participant reports that the project offers her the opportunity to use her professional knowledge and experience of being a service user in order to help inform policy and planning around healthcare in the City. It also means she is able to inform and support other elderly residents regarding local healthcare provision and opportunities. She reports that she feels "much more active and mentally stimulated" through participating in the project and that "my networks have expanded greatly". Also that it has provided her with close friendships and helped her learn and develop new skills.

She also reports that the addition of the PA system which the grant funds paid for has not only been of massive benefit at meetings already, but will yield major savings in the short and longer-term because the project no longer has to rely on hiring expensive meeting venues with integrated sound systems.

City of London Strategic Aims Met

1. Residents leading active and healthy lifestyles
2. Elderly and isolated residents supported
3. Risk of future problems for residents reduced
4. Promoting the work of the City of London

Friends of City Gardens

Funds Utilised For

- Community event venue hire
- Publicity and marketing
- Events and marketing materials
- Refreshments for the event

Organisation Description

Friends of City Gardens aim to provide activities in all of the gardens and green spaces across the City of London Borough and they develop and utilise links with food growing groups on residential estates throughout the City. They work with both adults and children and in partnership with Toynbee Hall and the St Luke's Community Centre to provide gardening activities for more elderly residents of the City.



Project Co-ordinator Report

The Co-ordinator noted that the small grant allowed the project to reach between three and four hundred people in a year by funding local community festivals which offered local people a chance to take part and get signposting to services and activities around the Borough. The events were also used to educate residents about nutrition and healthy eating lifestyles and there was storytelling and nutrition education for children too. Free plants and vegetables were provided to residents to encourage vegetable growing.

The funding helped them “engage all sectors of the City community in enjoyable and inclusive activities with the focus of using the City’s gardens more and passing on skills in growing plants, maintaining gardens and promoting healthy living.”

Intergenerational contact has increased as a result of the project as has participation in general by families and children.

Project Participants Report

Participants reported that they were consulted to gather opinion about how to steer the project over the next few years and what residents would like to see in City Gardens in general. They were also appreciative of health education aspects of the events and the provision of free fruit and vegetables and advice about growing their own.

Residents also report that they are engaging in more social interaction with other project members and visiting each others gardens and green spaces more often in order to learn and to socialise. It has also allowed them the opportunity to mix with and meet residents from other estates, which is not something they have had much experience in previously.

Strategic Aims Met

1. Residents feeling safer in their community
2. Residents leading active and healthy lifestyles
3. Residents having pride in their community
4. Elderly and isolated residents supported
5. Residents developing or learning new skills
6. Increase in intergenerational activity
7. Promoting opportunities for young people
8. Promoting the work of the City of London

Strictly Stylish Sequence Dancers

Funds Utilised For

- Forty sessions of venue hire for the dancers

Organisation Description

The group provides dance classes and tuition for senior citizens and also offers them the opportunity for regular socialising and community activity. They are hoping to extend the group to include members of all ages and encourage intergenerational activity.



Project Co-ordinator Report

The Co-ordinator reports that more than fifty local residents took part in the activities over the course of the year and that the club helps its members combat isolation and enjoy a regular social and healthy activity in a safe and comfortable environment.

“People who have been socially isolated due to illness or bereavement are re-entering the social scene. Members (especially elderly) have improved memory skills and feeling of physical and emotional wellbeing.”

They also report a significant increase in membership due to the stability offered by the provision of the small grant, and now have five times as many members as they did a couple of years ago.

Project Participants Report

A regular seventy one year old participant in the dancing group reported that they felt more healthy and active through their involvement, that they had learned enjoyable new skills and gained a new interest, and has encouraged them to mix much more with people in their local community.

“I think it’s a great idea and the retired people who attend obviously enjoy it. The dance and social aspects are very good.”

Strategic Aims Met

1. Residents leading healthier and more active lifestyles
2. Elderly and isolated residents supported
3. Residents developing or learning new skills
4. Risk of future problems for residents reduced
5. Increase in intergenerational activity

City Gateway – Substance Misuse Support

Funds Utilised For

- Sessional speakers for a number of talks and events
- Resources for youth workshops
- Premises hire for workshops

Organisation Description

City Gateway is a charity that aims to address the economic inequalities in the City of London and Tower Hamlets area by connecting with disadvantaged and vulnerable young people, running training and other educational programmes to give them skills and access to greater education and employment opportunities.



Project Report

More than one in ten NEET young people are driven to drugs and alcohol as a result of unemployment (OECD, 2008). Youth crime also increases as a direct, result, seriously undermining a young person's future prospects.

The small grants funding was used to enable the delivery of a programme of targeted support to young people in the City of London around the issue of substance misuse. They will support young people through many issues on their journey to Adulthood.

Project Participants Report

“Teacher’s at City Gateway actually care about your wellbeing, what you want to do and are very supportive, whenever you need them the staff are there for you.”

“City Gateway give young people whatever their background a chance and help us build a bright future. If it wasn’t for City Gateway I would be stuck in a corner somewhere, but now I am an apprentice”

Strategic Aims Met

1. Residents feeling safer in their community
2. Residents leading healthier and more active lifestyles
3. Risk of future problems for residents reduced
4. Benefiting minority and economically disadvantaged groups
5. Providing opportunities for young people

Aldgate East Residents Association Online Access Centre

Funds Utilised For

- Provision of broadband hub and IT equipment
- Insurance for equipment / software etc
- Online access equipment for residents such as 'dongles'

Organisation Description

This project was set up specifically to provide online access for Mansell Street residents, many of whom do not have access to the internet at home. The project will then seek to encourage the use of the internet for activities such as job hunting, homework clubs and skills exchange and IT teaching facilities.



Strategic Aims Met

1. Residents leading more active and healthier lifestyles
2. Residents learning and developing new skills
3. Risk of future problems for residents reduced
4. Increase in intergenerational activity
5. Benefiting minority or disadvantaged groups
6. Promoting opportunities for young people

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Committee:	Date:
Community and Children's Services	13 February 2015
Subject:	Public
Corporate Parenting Strategy	
Report of:	For information
Director of Community and Children's Services	

Summary

This report introduces to Members the City of London's renewed Corporate Parenting Strategy. It has been approved by the Safeguarding Sub Committee, and has the support of the City and Hackney Children's Safeguarding Board. It is brought to this Committee to highlight the important role and responsibility of all Members as corporate parents to the children who are in or who have left the City's care.

Corporate parenting is when the City takes on the role of a good and effective parent to the children it looks after and those who have left care. Everyone who works for the City of London is a corporate parent to the children and young people in the City's care – including elected Members and chief officers.

The Corporate Parenting Strategy sets out how the City will fulfil its commitment and ensure that children and young people have the support, care and encouragement to reach their full potential.

The strategy includes the City's "Pledge" to its children looked after and care leavers. The Pledge is a set of promises that have been identified through consultation with children and young people in or leaving care.

Recommendation

Members are asked to:

- receive the Corporate Parenting Strategy.

Main Report

Background

1. The City of London has renewed its Corporate Parenting Strategy. The strategy was approved by the meeting of the Safeguarding Sub Committee on 27 November 2014.
2. Corporate parenting is a legal and moral duty placed on local authorities caring for children looked after and those leaving care. The Corporate Parenting Strategy sets out how the City will deliver its role as a corporate

- parent and ensure that children and young people have the support, care and encouragement to reach their full potential.
3. It describes the City's role as a corporate parent and the City's "Pledge" to its children and young people who are looked after or leaving care, and sets out the range of actions the City will undertake to deliver the strategy.
 4. The strategy seeks to ensure that the City will act as an effective corporate parent making decisions and behaving in ways that:
 - keep our children safe
 - help children and young people's material wellbeing
 - support children and young people in their education and training
 - provide appropriate health care for children looked after
 - promote employment
 - encourage enjoyment and achievement through leisure and continuing interests
 - help to develop personal skills
 - provide stability and a sense of security and belonging
 - understand family life
 - provide support after leaving care
 - empower our children and young people.
 5. To achieve this, and deliver the City's role and responsibilities as a corporate parent, the strategy sets out a number of actions and commitments grouped under the following headings:
 - healthy and safe
 - learning, achieving and enjoying
 - listening and contributing
 - independence and working
 - individual and community.
 6. The actions and commitments beneath these headings will form the strategy's action plan to support its delivery, and ensure it is accountable to Members and the City's children and young people. This action plan will be refreshed annually.
 7. Within the strategy the City has developed a "Pledge" for its children looked after, young people and care leavers. The Pledge is the City's promise to provide the care and help that children and young people in its care have told the City they want. It also includes the commitments the City has already made in signing up to the Government's "charter for care leavers".
 8. The Pledge to children looked after and care leavers was developed through consultation with children and young people and agreed at the first meeting of the City's Children in Care Council. It sets out a number of promises that children and young people have identified which, if delivered, would make the City a good parent and carer. It is anticipated that Members, chief officers,

partners and children and young people will sign the Pledge to signify their shared commitment to it.

9. Subsequently, the Children in Care Council has begun work to develop a summary version of the Corporate Parenting Strategy for children and young people. They have also worked with one of the department's apprentices to design a poster version of the Pledge.
10. The role of corporate parent is supported by a lead elected Member for children's safeguarding, and the Safeguarding Sub Committee. The Safeguarding Sub Committee acts as the City's corporate parenting board – providing oversight, challenge and leadership to achieve the best outcomes for the City's children and to ensure that these outcomes are delivered by all partners. As such the Safeguarding Sub Committee will have oversight of the Corporate Parenting Strategy and its implementation.
11. The implementation of the strategy provides a renewed focus for Members and officers to identify actions and opportunities to help the children and young people in our care to maximise their potential, and to challenge and champion on their behalf.

Corporate & Strategic Implications

12. The renewal of the Corporate Parenting Strategy is a commitment in the Department of Community and Children's Services' Departmental Business Plan.

Implications

13. There are no additional financial, legal or HR implications arising from the Corporate Parenting Strategy.

Conclusion

14. The implementation of the Corporate Parenting Strategy will support the City's ambition that every child looked after or care leaver in its care will meet their full potential and have lives in which they thrive. It will ensure that as a corporate parent the City will keep children safe, and support, encourage and nurture them so that they reach the heights we all aspire to for our own children.

Appendix

- Appendix 1 – Corporate Parenting Strategy

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City of London

Corporate Parenting Strategy

Document status: final

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Approved by: Safeguarding Sub Committee 27.11.2014

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1 Introduction

“You have no greater responsibility than when you are acting as corporate parents.”

Edward Timpson
(Minister for Children and Families – June 2013)

- 1.1 The City of London Corporation (the City) wants the children in and leaving its care to meet their full potential and have lives in which they thrive. As a corporate parent we will keep our children safe, and support, encourage and nurture them so that they reach the heights we all aspire to for our own children.
- 1.2 Corporate parenting is when the local authority takes on the role of a good parent to the children that it looks after and those who have left care and who are starting their independent adult life. As a corporate parent the City has a moral and legal duty to provide the kind of support that any good parent would provide for their own children. We know we cannot replace or replicate all aspects of parental love, but we can share the same personal concern, desire to support fulfilment and aspirations for the lives of the children in our care.
- 1.3 Our commitment to this role is set out in this strategy. It sets out our “Pledge” to the children in our care, and the expectation they can have of us as corporate parents. In doing so it challenges us as corporate parents to ensure that we act to continuously improve the life chances of our children looked after, young people, care leavers and unaccompanied asylum seeking children. It builds on the work that has already been progressed in order to drive, support and strengthen it further, and it places corporate parenting as a responsibility that sits across all of the City’s elected Members, departments and officers and our partner agencies.

2 Context

- 2.1 The outcomes for children in care can often be worse than those of their peers. Our children will have come into care having faced difficulties and disruption in their lives and many continue to face a number of challenges. Nationally, the educational, physical and psychological wellbeing, training and employment outcomes for children and young people looked after tend to be poorer compared with their non-looked after peers. However, as with all children, their experiences are individual, their response to those experiences is their own and their needs are distinct.
- 2.2 The City has a duty under the Children Act 1989 to “safeguard and promote” the welfare of each child we look after. The Children (Leaving Care) Act 2000 extended the

responsibility of local authorities to young people leaving care, requiring them to plan the young person's transition to adulthood and provide ongoing advice and assistance until at least the age of 21. The Children Act 2004 introduced a duty on named agencies both to cooperate with the local authority and to ensure that they take account of the need to safeguard and promote the welfare of children in fulfilling their own functions.

- 2.3 The success and impact of these duties can only be measured through the positive difference we make to the safety, health and wellbeing, educational attainment and transition to adulthood of children and young people. To ensure that we focus on and deliver this positive difference, and that there is a clear line of accountability for its delivery, the City has a lead Member for children's services to provide the political leadership, and a Director of children's services to provide professional leadership.
- 2.4 This leadership operates in an authority that is unique. Our size is such that we can develop a very close relationship with, and in-depth knowledge of, our children and young people. No child looked after or care leaver will contact the City and not be known to a professional in the team. This creates a relationship with our children and young people that is personal, and offers stability and security.
- 2.5 As corporate parent to a small and diverse number of children and young people, the City does not, and would not, offer uniform services based on standardised approaches. We are flexible and creative in our approach – tailoring our support and care to the needs of the individual.
- 2.6 The geography of the City and its role as the world's leading international finance centre mean that there are no opportunities to place children into care within our boundaries. This places an even greater responsibility on us to ensure that our children are connected and feel attachment to the City. This focuses not only on our children knowing our workers and Members, but also on helping them to discover our history and the opportunities the City can offer.

3 Our children who are looked after and leaving care – some characteristics

- 3.1 During 2013/14 the City looked after 11 children and supported 13 care leavers.
- 3.2 The ethnicity of the children we look after is diverse – and differs from the ethnicity of our local population as many of our children who have come into care have sought asylum in the United Kingdom.
- 3.3 The children we looked after during 2013/14 included three under the age of ten years, eight aged between ten and 18 years of age. Only one of our looked after children was female.

- 3.4 Periods of care range from very short emergency placements to care of more than five years. Four children were looked after for less than one year – all of whom came into care during the year and either left care or no longer required care during that same year. Five children had been looked after for between one and three years, and two for more than five years.
- 3.5 Of our seven children who had been looked after for more than a year during 2013/14, three had had a single placement, two transitioned at the age of 17 from foster care to semi-independent living during the year, one had experienced a change of placement (but had been stable in their current placement for two years), and a further child had changed placement during the year.
- 3.6 All looked after children were placed into foster care other than the two who moved into semi-independent supported accommodation from foster care. All our children looked after are placed within 12 miles/19.5 kilometres of the City. All are placed with Independent Fostering Agencies as the City does not have its own fostering service.
- 3.7 Five of our children aged 4–16, who had been in care continuously for a year or more, completed “Strengths & Difficulties” questionnaires during quarter four. All were well within the normal score range of 13 or below, with an average score of 4.8.
- 3.8 There have been no school exclusions among our children looked after. Our children generally performed well in school and college with most maintaining an attendance rate well above 90%. Our children are on track to meet national attainment levels for their age and we have also provided significant support to those for whom English is not a first language.
- 3.9 None of the children we look after have had engagement with the police or criminal justice system, and none were identified as having a substance misuse problem.
- 3.10 The City supported 13 care leavers over the course of 2013/14 aged from 18 to 22 years. Like our children looked after, the diverse ethnicity of our care leavers reflects the fact that many have come into care after entering the United Kingdom. Two of our care leavers were female.
- 3.11 Three of our care leavers remained with their foster carers through “staying put” arrangements. Seven lived independently (four in City social housing and three in the private rented sector), one lived in semi-independent supported accommodation, one in university accommodation and another in temporary placements that included supported accommodation.
- 3.12 The majority of our care leavers are involved in employment, education or training – with two attending university and five at college. Only two were not involved in employment, education or training.

4 The City as a corporate parent

- 4.1 Everyone who works for the City of London is a corporate parent to the children and young people who are in our care. This is not just those who have direct day-to-day contact with our children, such as social workers and foster carers, but all those who work for the City, including our elected Members and chief officers. A key role for elected Members and the City's officers is to promote opportunities for our looked after children and care leavers, and to be a challenge and a champion on their behalf.
- 4.2 The City is responsible for delivering a vision of corporate parenting which ensures that all children in care and those leaving care have the support, care and encouragement to reach their full potential.
- 4.3 As a good and effective corporate parent we will make decisions and behave in ways that:
- keep our children safe
 - help children and young people's material wellbeing
 - support children and young people in their education and training
 - provide appropriate health care for children looked after
 - promote employment
 - encourage enjoyment and achievement through leisure and continuing interests
 - help to develop personal skills
 - provide stability and a sense of security and belonging
 - understand family life
 - provide support after leaving care
 - empower our children and young people.
- 4.4 We have a safeguarding responsibility to all of our children. As corporate parents this means that any risk of harm to our individual children looked after must be assessed and plans put in place to keep them safe. These risks may include emotional and physical harm, sexual abuse and sexual exploitation, bullying, gang activity, self-harm or suicide. Many of our children come into care with a first language other than English and may struggle to communicate issues that identify risk – a barrier we must overcome to ensure their safety. We must also make sure that our children have someone "outside the system" such as an advocate or independent visitor to look out for their interests.
- 4.5 To support us to deliver our responsibilities as a corporate parent, the City has a lead elected Member for children's safeguarding, and a Safeguarding Sub Committee made up of six elected Members. The Safeguarding Sub Committee acts as the City's corporate parenting board – providing oversight, challenge and leadership to achieve the best outcomes for our children and to ensure that these outcomes are delivered by all partners. This is a vital role through which our Members examine and address

the needs of our children and young people through the consideration “if this were my child”.

- 4.6 The City’s corporate parenting role is also supported and challenged by the City and Hackney Children’s Safeguarding Board, and the Children’s Executive Board (CEB). The CEB is a City-specific multi-agency strategic partnership which is responsible for delivering the priorities and objectives of the Children and Young People’s Plan, in which the needs of children looked after and care leavers are paramount.

5 What our children want

- 5.1 The City has developed a “Pledge” for its children looked after, young people and care leavers. Our Pledge is the City’s promise to provide the care and help that our children and young people have told us they want. We have also included the promises the City made in signing up to the Government’s “charter for care leavers”.

6 The Pledge

- 6.1 We will:

- be open and honest with you
- believe in you and encourage you to be the best you can be
- listen to you and respect and work with you to understand your point of view
- inform you at every point of your journey of the support that is available and your entitlements
- support you with information, advice, and practical and financial help, and provide emotional support and a named person you can contact when you want to
- find you a home that is right for you
- respect and honour your identity, encouraging you to be an individual but not make you different
- be there to support you and never judge
- provide space to talk one to one
- support you and help you to build life skills, and be a lifelong champion
- listen to your complaints and act on them
- help you to have your say
- provide chances to get involved in positive activities
- help you to meet other children and young people who are looked after or who are care leavers
- help you to work towards living independently and to plan for your future
- help you to stay with the right foster carer for you
- listen to your views about family contact and help that happen where possible

- help children and young people who have been in care for a while or who have left care to become a mentor to those who are new to care.

7 Delivering for our children and young people

7.1 To develop this strategy, we have examined our role and responsibilities as a corporate parent and reflected on the Pledge that our children have asked us to make to them. We can only be held to account and continuously improve if our vision and promises translate into detailed commitment and action. To ensure that this strategy is about what we are doing, and what we will do, we have set out below some of the ways in which the City is working, and will work, with our children to raise their life chances. These are grouped under the following headings:

- healthy and safe
- learning, achieving and enjoying
- listening and contributing
- independence and working
- individual and community.

8 Healthy and safe

8.1 We want our children to be healthy and safe. To achieve this we will:

- ensure that children and young people looked after have a comprehensive health assessment once a year – or twice a year for those aged under five years
- help our children understand why they have a medical assessment and its benefits as part of a “coming into care” pack
- ensure that children are immunised
- ensure that each child/young person is registered with a GP and a dentist, and has access to eye care
- monitor and track medical, dental and optical health checks to ensure that they happen
- ensure that language or literacy issues do not create a barrier to receiving or understanding health services
- provide information on promoting healthy lifestyles and sexual health that is appropriate to the age and maturity of our children
- deliver Child and Adolescent Mental Health Services to our children looked after, wherever they are placed
- provide information, advice and assistance in respect of the use of drugs and/or alcohol if these are causing or likely to cause harm to health

- develop a “health passport” for our care leavers as a record of their health care
- support emotional wellbeing through tailored activity and, where necessary, specialist intervention
- provide age-appropriate and comprehensive multi-agency teenage pregnancy and parenthood support, prioritising the needs of children looked after, where a young person in our care becomes pregnant or a young father
- maximise the inclusion of children/young people with a disability in mainstream education, leisure and social activities
- ensure that our staff and partners remain trained to meet the health needs of children looked after, including sexual health, mental and emotional health, child sexual exploitation and substance misuse issues
- provide specific training for staff to identify the risk and/or experience of child sexual exploitation that may be experienced by unaccompanied asylum seeking minors
- support and encourage activity as part of a healthy lifestyle
- place children with foster carers who can best meet their needs – including those needs and preferences expressed by the child, young person and his or her parents
- only place with Independent Fostering Agencies that are rated “good” or “outstanding” by Ofsted
- commission quality placements and systematically monitor these arrangements to ensure that they provide stable placements which meet the physical, emotional and social needs of children
- risk assess the suitability of any placement prior to it progressing
- allocate a qualified, skilled social worker to ensure that the statutory requirements for the child’s care and protection are met
- ensure that our social workers visit children looked after every week for the first six weeks of placement and every six weeks thereafter
- allocate an Independent Reviewing Officer (IRO) to chair review meetings, monitor the appropriateness and progress of plans, and ensure that the wishes and feelings of children are taken into account
- provide as much stability of placement as possible
- ensure that a permanency plan is in place for each child by the second child looked after review meeting
- provide access to an advocate and independent visitors
- safeguard children from bullying, racism, discrimination and harassment.

9 Learning, achieving and enjoying

9.1 Educational achievement is a significant factor in improving the life chances of children and young people in care. Participating in leisure activities can enhance self-esteem and confidence. We want our children to achieve outcomes and enjoy leisure activities that are as good as those of their peers. To achieve this we will:

- make the learning and educational needs of each of our children looked after a high priority
- support educational achievement and progress through a Virtual Head Teacher
- ensure that all school-aged children in care have a suitable full-time school place
- develop a Personal Education Plan (PEP) for all children and young people
- be ambitious for our children and young people and committed to supporting their progress and attainment
- monitor educational progress and attendance quarterly
- provide specialist therapeutic support, extra tuition or specialist equipment based on individual needs to support learning
- celebrate educational achievements such as exam results
- monitor expenditure of the Pupil Premium Plus to confirm that it correlates with the additional actions recorded in the PEP
- prioritise children in care for school admissions
- provide targeted support to those who are not in education, training or employment
- provide immediate alternative educational provision where school exclusion occurs
- ensure that all children looked after have access to local youth service provision
- provide local leisure centre membership for all looked after children
- support involvement with leisure and community opportunities that reflect our children's ethnicity, religion and culture
- provide equipment such as sports equipment or musical instruments to support involvement in chosen leisure activities
- ensure that children and young people in care have holidays, visits and outings in order to broaden their horizons
- enable access to play, leisure and recreation services for disabled children and young people.

10 Listening and contributing

10.1 Children and young people, and those leaving care, have the right to share their views, wishes and feelings. We are committed to listening to our children and young people

to ensure that their views shape decisions made about their lives and the services we deliver. To achieve this we will:

- consult children and young people about the decisions made about their lives and to help us to shape their futures through regular review meetings and meetings with their social worker
- seek creative and innovative ways to facilitate and encourage listening to our children and young people, both individually and collectively
- give children and young people the opportunity to influence our practice and policy through our Children in Care Council
- involve children and young people in the recruitment and induction of staff in Children and Families, and the commissioning of services for children and young people
- make sure that children and young people know how to make a complaint, and how to make a compliment, about the services they receive
- make sure that children and young people have information on services and the teams providing them through a “coming into care” pack
- provide a variety of opportunities for children and young people to meet senior staff and elected Members so that they can share their experiences, ideas and views
- provide an Independent Review Officer and advocacy service to help children and young people to contribute their views when they want someone to speak up on their behalf
- develop opportunities for looked after children and young people to deliver training to professionals and our elected Members on what it is like to be looked after and how to talk with young people about their issues.

11 Independence and working

11.1 We want our children looked after to develop and sustain independent lives. Developing life and employment skills is crucial for the future of our children and young people, and their economic wellbeing. To support this we will:

- undertake a “transitions assessment” within the pathway planning process to identify any needs for care and support in adulthood from adult services
- develop life skills training and peer learning to support young people in meeting the challenges of independent living – including budgeting, paying bills and dealing with emergencies
- help them to choose when to move on and give them the chance to stay put with their foster carer if they are not ready to do so
- help them to save for their future whilst they are in care
- give them apprenticeship opportunities with the City

- help them to gain confidence and skills through volunteering opportunities, work experience and participation in our time credits scheme
- provide chances to learn about how to deal with stress and how to be assertive in order to help our children and young people to deal with challenges in life and speak confidently for themselves
- give young people opportunities to shadow key senior officers in the City – including the Town Clerk
- provide tailored support and advice through our careers advisory service
- provide semi-independent accommodation for those who need a stepping stone into full independence
- remember them and provide them with ongoing support as they become an independent adult
- support young people in their tenancy to help them to settle into independent living.

12 Individual and community

12.1 We want the children and young people in our care to thrive as individuals. We want them to know themselves, their heritage and their community, and to support them to achieve this we will:

- help children and young people to understand their rights through the development of our “coming into care” pack
- help children and young people to keep photos and memories about important people in their life and places they have been
- help children and young people to feel proud and strong about their own culture, language and religion
- promote and facilitate contact with family members where this is in the best interests of a child or young person
- support our unaccompanied asylum seeking children to find and contact family members
- take into account any cultural, religious, communication or disability needs when matching children and young people with placements
- help our unaccompanied asylum seeking children to understand their heritage
- help children and young people to connect with the City and each other through events, outings, residential trips and the Children in Care Council
- support engagement and participation in cultural, religious and community activities.

13 Taking the strategy forward

- 13.1 The City will develop the action plan that supports this strategy and delivers the commitments that we have set out above. This plan will provide greater detail about the person or partner organisation responsible, the timescales for delivery and what we will achieve.
- 13.2 We will use this action plan to measure the delivery of this strategy. We will also look for evidence to show that we are delivering our Pledge to children looked after and care leavers.
- 13.3 The progress of delivery will be reported to and monitored by the Safeguarding Sub Committee, the CEB and our Children in Care Council.
- 13.4 The action plan will be refreshed annually over the lifetime of the strategy to ensure that it continues to drive improvements and meet the changing needs of children and young people.

Committee	Date	Item no.
Community and Children's Services	13 February 2015	
Subject: Special Educational Needs and Disability Policy and Strategy – progress update		Public
Report of: Director of Community and Children's Services		For Information
<u>Summary</u>		
<p>The purpose of this report is to inform the Committee of the progress made in implementing Part 3 of the Children and Families Act 2014 in regards to Special Educational Needs and Disability (SEND). Members have previously received reports on the City's SEND Policy and Strategy, in:</p> <ul style="list-style-type: none"> • January 2013 – approving consultation on a new policy and strategy • July 2013 – approving the City's SEND Policy and Strategy 2013–17 (following the outcomes of the consultation), pending further development of an Action Plan with partners and stakeholders (Appendix 1) • March 2014 – approving the City's SEND Action Plan (Appendix 2), when Members also agreed to receive regular updates to monitor progress in implementing the Action Plan. <p>The attached SEND Action Plan update (Appendix 2) shows a detailed summary of the progress made to date for each of the actions listed against the six priorities. Although the Action Plan updates show significant progress in the majority of actions in all six priorities, as in all other local authorities there is still a considerable amount of work to be undertaken to meet the requirements of the SEND reforms in the Act, which came into force in September 2014. Over the coming months, efforts will be concentrated on the areas where sufficient progress has not been made, namely to ensure that:</p> <ul style="list-style-type: none"> • a comprehensive Local Offer of services available for children and families with SEND is available on the FYI Directory • effective commissioning arrangements are in place for the delivery of joint services, particularly with Health, and for the transfer from children's to adult services • children, young people and parents are consulted on the services and the information available, and these services are promoted • a personal budget policy and process is finalised and published. <p>Recommendation</p> <p>That Members note the progress made with partners and stakeholders in implementing the six priorities of the SEND Strategy Action Plan 2013–17.</p>		

Main Report

Background

1. The City has a statutory duty to keep its arrangements for Special Educational Needs and Disability (SEND) provision under review. In addition, there are significant national reforms to SEND duties and responsibilities outlined in the Children and Families Act 2014,¹ which came into force from September 2014 onwards. In preparing the City to be in a position to implement these duties, Members have previously received reports on the City's SEND Policy and Strategy, in:
 - January 2013, when the Committee approved consultation on a new SEND Policy and Strategy
 - July 2013, approving the City's SEND Policy and Strategy 2013–17 (following the outcomes of the consultation), pending further development of an Action Plan with partners and stakeholders (Appendix 1)
 - March 2014, approving the City's SEND Action Plan (Appendix 2), when Members also agreed to receive regular updates to monitor progress in implementing the Action Plan.

Current Position

2. Attached to this report is the SEND Action Plan (Appendix 2), which provides a detailed summary of progress on each of the actions listed against the six priorities. These changes are being implemented using a programme management approach, with each of the developments being progressed by a multi-disciplinary workstream team comprising representatives from health agencies, social care (children's and adults) and education. Progress towards implementing the legal requirements of the SEND reforms by the required dates is reported to the Children's Executive Board. An overview of progress against each of the six priorities is provided, as follows:
 - **Early identification and intervention** – *linking into the 'early help offer' outlined in the Early Intervention and Prevention Framework* – Significant progress has been made against five of the seven actions listed. The remaining two actions are scheduled for further work from spring 2015 onwards.
 - **Family confidence** – *linking into stronger safeguarding and user engagement* – Significant progress has been made in four of the eight actions listed. The remaining four actions are scheduled for work from spring 2015 onwards.
 - **Learning and life outcomes** – *linking into achievement and learning* – Work has recently started on four of the actions listed, with work scheduled to start on the remaining four from spring 2015 onwards.

¹ Part 3 of the Children and Families Act 2014.

- **Transition** – *linking into partnerships and user engagement* – Significant progress has been made in all three actions listed in this priority.
 - **Multi-agency working** – *linking into partnerships* – Significant progress has been made in all five actions listed in this priority.
 - **Implementing national reforms** – *linking into children’s workforce development* – Significant progress has been made in all five actions listed in this priority.
3. As part of the SEND reforms being delivered through the Action Plan and specifically through the sixth priority, ‘Implementing national reforms’, the following changes are required to be introduced:
- Education, Health and Care (EHC) Plans, the proposed replacement to the current Statement of SEN
 - a Local Offer of services for disabled children and young people and those with SEN
 - new protections for young people aged 16–25 in further education and a stronger focus on preparing them for adulthood
 - arrangements to meet the new entitlement for all children and young people with a new EHC Plan to request a personal budget, extending their choice and control over their support
 - effective joint commissioning arrangements for education, health (Clinical Commissioning Group and Public Health) and social care for children’s services.
4. In terms of progress in these areas, the City’s EHC Plan has been finalised in consultation with parents, and has been signed off by the Department for Education as being compliant with the Code of Practice. Two EHC Plans have been issued. A final piece of work is being undertaken to work out how the Health element of any funding/commissioning requirements will be ‘signed off’ by Health when new EHC Plans are agreed.
5. In terms of the Local Offer, the City is compliant, with the infrastructure being in place and ‘live’ from 1 September. However, despite concerted efforts to obtain information from all organisations on what facilities/services are available to meet the needs of children and young people with additional needs, responses have been limited. Continued efforts are being made to outline a comprehensive Local Offer of services available for children and families with SEND on the Local Offer web pages, within FYI Directory. An officer is now visiting providers to encourage them to respond.
6. Work is continuing to progress on ensuring that a policy and process are in place for personal budgets, particularly with regards to the inclusion of any Health elements. It is anticipated that requests for these will be low, if indeed

there are any at all, so arrangements for this will need to be set up within existing processes to ensure economies of scale.

7. As we take this work forward the Department will continue the consultation processes we have in place to ensure that the needs of children and their families are being met.

Proposals

8. It is proposed that Members note the progress in implementing the SEND Strategy through the Action Plan and the specific arrangements for implementing the SEND reforms.

Corporate and Strategic Implications

9. The continued implementation and development of the SEND Policy and Strategy will contribute to the wider Education Policy for the City of London Corporation that was approved by Committee in November 2013.

Legal and Financial Implications

10. It is a statutory requirement for the City to keep under review its arrangements for SEND, and this process will ensure the City continues to provide modern, efficient and high-quality services to meet the needs of children and young people. These services are undertaking significant change through the implementation of the SEND Strategy and reforms.
11. The financial implications in carrying out this work are covered within the allocated local risk budgets.

Conclusion

12. Part 3 of the Children and Families Act 2014 requires an agenda for national reform of SEND over the next few years, the implications of which the City needs to address. This report confirms the ongoing arrangements for monitoring the approved SEND Action Plan (Appendix 2) for developing SEND services and implementing the SEND reforms within the City.

Appendices:

- Appendix 1: City of London SEND Policy and Strategy 2013–17
- Appendix 2: City of London SEND Action Plan 2013–17, with progress monitoring information

Background Papers:

- Special Educational Needs and Disability Policy and Strategy Committee Report, Community and Children's Services Committee, 14 March 2014
- Special Educational Needs and Disability Policy and Strategy Committee Report, Community and Children's Services Committee, 12 July 2013
- Special Educational Needs and Disability Policy and Strategy Committee Report, Community and Children's Services Committee, 10 January 2013

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City of London Special Educational Needs and Disability Strategy 2013-17

1. Background

This describes the City of London's (the City's) strategy for children and young people aged 0-25 years with Special Educational Needs and Disabilities (SEND). It replaces the previous SEND policy and strategy produced in 2002.

The strategy contributes to the City's commitments outlined in The Children and Young People's Plan 2013-2015¹. It will also ensure that through this strategy the City's policy and practice will reflect the many changes and recommendations made at national level. These include the Equality Act (2010) and the government Green Paper, Support and Aspiration: a new approach to special educational needs and disability (2011). Many of the changes resulting from the Green Paper will need to be implemented as a result of the Children and Families Bill, due to become an Act of Parliament in Spring 2014.

Whilst being clear in this strategy about what the City wants to achieve with partners over the next four years, it will be flexible in its approach so that it can respond to on-going legislative and funding changes. This policy and strategy is a sub set of the City's overall Education Strategy and feeds into strategic objectives to promote and support excellent education and access to higher education.

2. Who are the children and young people that this strategy is aimed at?

In this strategy the City recognises that SEND encompasses children and young people with a broad range of needs. For some the focus of support will be wholly educational. For others their families will need support from a number of statutory services and this may continue throughout their childhood and into adulthood. A child or young person may have special educational needs or a disability or both. In 2012 SEN and Disability are respectively defined by the SEN Code of Practice² and the Equality Act³.

3. The City's Vision for SEND

The City has a clear vision for all children and young people, especially for those with SEND. This includes children and young people who are the most vulnerable particularly those with special educational needs and disabilities. The vision is to ensure that:

¹ Children and Young People's Plan 2013-2015, Unblocking aspirations and fulfilling potential.

² Special Educational Needs Code of Practice 2001

³ Equality Act (2010)

“Every child and young person will have and enjoy a safe and healthy lifestyle. They will be able to access a high quality education provision to achieve their maximum potential in order to thrive in their community. They will be supported by a skilled and confident workforce.”

To achieve this, the City will support and encourage professionals and local communities to work effectively together. It will want to ensure that parents and carers have greater confidence by giving them better access to information and greater opportunity to participate in decision making. The City will strive to make SEND processes more flexible and transparent and will encourage parents and carers to be more involved.

The City also wants to provide “seamless” support continuing through to adulthood aimed at accessing provision and service delivery from 0-25 years of age. This will replace the staged approach of early years-school-further education which creates problems and anxieties about transition. It will also be aligned with the proposed government reforms.

The City is ambitious for children and young people with SEND and it will strive towards this vision by achieving the following over the next four years:

- an inclusive community welcoming to all
- tailored solutions to meet the needs of individuals, families and communities
- sustainable resourcing for pupils with SEND
- implementation of education, health and care plans for those with the most complex needs
- a published local offer, clearly setting out all the provision and support available for children and young people with SEND in the City
- a defined personal budget option for all parents who have an Education, Health and Care Plan
- increasingly skilled professionals, able to meet the needs of children and young people with a wide range of needs
- a transparent funding mechanism and criteria for decision making which meets new national requirements and is widely communicated

4. Achievements so far

This strategy will build on developments the City has achieved so far:

- Investment in services which are open to all children and families to prevent children and young people’s needs from escalating into difficulties. - Prevention and Early Intervention was the first strategic priority of the City’s Children and Young People’s Plan 2009-2012. Investment in prevention has resulted in lower levels of referrals to specialist services. This investment continues to be a priority for the City.

- Improved ability to identify children and families with high risk factors and low protective factors. - The City has been able to intervene to support children at a much earlier stage, which will prevent them from requiring more specialist services at a later stage in their life.
- Sustained improvement in the levels of achievement of children and young people with SEND in the City. - At primary age they consistently achieve at levels above the national average in school exams.
- Funding mechanisms for the future in implementing the government's National Funding Formula. – The City has adapted its funding allocations to meet the High Needs funding process, strengthening the commissioning-provider relationship
- Successful working practices between education and health practitioners.
- Robust and comprehensive induction, support and training for early years practitioners.
- Individualised packages of support for 19-25 year olds with SEND. - This has built valuable experience which will assist in improving seamless support for transition to adulthood.

5. The challenges ahead

This provides a good basis for addressing the considerable challenges that lie ahead for the City resulting from both local and national developments.

Local

- A significant change management programme will be needed to respond to the requirements of the Children and Families Bill. This will need to be achieved within existing resources.
- Relationships with an increasing number of schools in neighbouring authorities and in the independent sector are variable and will need to be actively developed. This will be necessary to achieve a more mature commissioner-provider understanding around quality of provision.

National

- The major government review on SEND (SEND Green Paper) will introduce legislative changes through the Children and Families Bill in spring 2014 with the intention of introducing the changes in September 2014. These changes will:

- replace SEN statements and Learning Difficulty Assessments (for 16-25 year-olds) with a single, simpler 0-25 assessment process and education, health and care plans.
- provide statutory protections comparable to those currently associated with a statement of SEN to up to 25 in further education – instead of it being cut off at 16 or 19 years of age.
- require local authorities to collaborate with health and voluntary services to publish a Local Offer showing the support available to children and young people with SEND and their families.
- give parents or young people with education, health and care plans the option of receiving a personal budget for their support.
- introduce compulsory mediation for disputes and trialling giving children the right to appeal if they are unhappy with their support.
- require local authorities and health service agencies to link up services for children and young people with SEND so that they are jointly planned and commissioned.
- extend the legal right for children to seek a place at state Academies and Free Schools as well as maintained mainstream and special schools.

The legislation will draw on evidence from twenty Pathfinder projects set up in September 2011.

- A new national funding formula was implemented in April 2013 which will continue to have significant implications for SEND funding in schools which will need to be monitored.
- The Lamb Enquiry proposed ways for strengthening parental confidence in the SEN system which need further development.
- There are a number of other major reviews and guidance on good practice (Ofsted, Rose, Berrow) for identifying and meeting the SEND of children generally and specifically those with communication and literacy difficulties.
- Local authorities will continue to have the legal responsibilities for SEND in the context of a broader and more diverse school and college system.

6. Consultation and involvement

The implications of these local and national changes and challenges need to be fully considered and planned for in a new four year strategy that wins the support of all partners and stakeholders. The strategy will only succeed with this level of support.

An essential start to achieving this is to involve the City's partners and stakeholders including children and young people and their parents and carers in the process of developing the strategy. The City embarked on this process in April 2013 by asking these groups for their views about the essential principles and priorities that should

underpin a new strategy. This **consultation** process, based on a consultation paper,⁴ lasted for five weeks ending in early May 2013.

89 per cent of the responses to this consultation showed support for the suggested Vision and Principles and 83 per cent showed support for the key priorities that were identified. There was strong support for continuing to develop inclusive practices in mainstream schools, developing more individualised solutions and packages of support, continuing to improve the closeness, immediacy and quality of communication, encouraging the closer involvement of parents and strengthening the numbers and skills of SEND staff.

A more detailed analysis of the consultation summarising the comments and ideas that were received is available at (*location on website to be decided*).

Although there was not a significant response (18 returns) to this consultation the quality of responses in comments received was good. However the level of engagement by partners needs to be better to ensure that there is the required understanding and commitment necessary to make progress over the next four years. The draft strategy will therefore be put to all partners and stakeholders requesting comments and ideas on actions to implement the priority areas for development.

7. Principles and priorities

Principles

There was overwhelming support from the initial consultation for the underpinning principles that were suggested in the consultation paper. These are:

- 1. Receiving the right support at the right time. - Preventative approaches; early identification of educational needs and the rapid deployment of support to underpin the provision of SEN services.**
- 2. Involving children, young people and their parents and carers at the centre of all decisions about them. - Ensuring that they are included and supported to participate fully in planning as partners in the process.**
- 3. Improving outcomes for children and young people with SEND. – Continuing to support and challenge schools to drive improvements in the achievement of children and young people with SEND.**

⁴ Consultation on Special Educational Needs and Disabilities Policy – City of London, Education and Early Years' Service, April 2013.

Priorities

There was also overwhelming support from the initial consultation for the priorities suggested in the consultation paper.

	Priority	Examples of recognised best practice
1.	To ensure the early identification and intervention of children with SEND.	<p>Access to specialist support is clear and transparent for parents and carers and other professionals</p> <p>Children, young people and parents and carers have easy access to the information that they need to make informed decisions and where possible choices</p>
2.	To ensure families have confidence in the professionals supporting their child's learning and care.	<p>All those involved with children and young people with SEND are aware of the full range of local activities and resources available to them and how they are accessed</p> <p>Services work together to ensure children and young people are safeguarded and protected from harm</p> <p>The use of jargon in any communication is avoided wherever possible and abbreviations are explained.</p>
3.	To improve learning and life outcomes for children and young people with SEND	<p>There is awareness and knowledge of the reasonable adjustments that need to be made to ensure inclusion</p> <p>The child or young person is seen as an individual with personal interests and strengths as well as particular difficulties</p> <p>Success and achievements are celebrated</p>
4.	To support children and families at each transition point	<p>Meetings are welcoming and there is an ethos of mutual respect</p> <p>Provision and support is personalised to the child or young person's individual needs</p>
5.	To develop new ways of multi-agency working which reflect the Government's plans for reforming the SEND system	<p>Where there is a team around the child, those who are involved, maintain excellent communication with the lead professional who will promote joint working through the action plan</p> <p>Education, social care and health governance is co-ordinated to ensure effective commissioning of services to meet needs in the education health and care plan</p>

	Priority	Examples of recognised best practice
6.	To develop the best systems possible for implementing all national reforms	Co-ordinated planning arrangements in place to develop new ways of working based on best practice emerging from Pathfinder areas The child or young person and parents and carers are actively involved in any plans made about them

8. What the City, with its partners, will do to meet these priorities

Early identification and intervention

The City will:

- Work with schools and settings with effective diagnostic tools to support the earlier identification of very young children with SEND
- Use the Early Support Framework as a model of excellent practice within Children's Centres to enable the early identification of SEND and provide local support for families
- Use the Common Assessment Framework to support a more holistic assessment to address needs of children in the early years
- Review assessment strategies in the early years in line with identified best practice
- Strengthen guidelines for working with parents of very young children
- Ensure the best training on SEND for early years practitioners
- Promote more effective communication and coordination between services

Family confidence

The City will:

- Increase the opportunities for parents to participate in decisions in relation to changes to policy, strategy or service delivery
- Ensure parents contribute to the decisions made about their child and are confident that the right support, at the right time will be available
- Ensure parents and schools know about the range of provision in the City to support children with SEND
- Improve communication with parents and carers
- Work with schools and settings to ensure that parents receive quality information on the progress and attainment of their child
- Ensure that reports and information from professionals are written in plain English and where necessary available in a range of languages and formats
- Develop more outreach processes for parents of children with SEND
- Publicise case studies about different types of SEND to reassure parents and develop support networks where possible

- Develop an increased range of parent communication channels e.g. coffee mornings, face to face meetings
- Monitor the implementation of its strategy and provide feedback based on data and other sources of evidence

Learning and life outcomes

The City will:

- Commission specialist provision to support pupils with the most complex needs; including behaviour
- Monitor and evaluate the impact of SEND services
- Work with schools that have City children and young people with SEND to improve outcomes and skills, as required
- Improve City provision for children and young people with SEND
- Work jointly with families and schools to address needs of children with complex learning and behavioural needs
- Develop good practice in personalised planning
- Identify training and support needs on specific disabilities such as Autism and Dyslexia
- Actively promote the inclusion of children and young people with SEND in mainstream settings where appropriate

Transition

The City will:

- Work with settings and schools to ensure that effective and supportive 'person-centred' transition plans are in place
- Ensure the 14+ Annual Review and Transition Plan support the child from school into adulthood involving all relevant partners and professionals
- Extend 14+ transition planning to support vulnerable children and those with SEND who do not have statements
- Ensure a joined up approach from school to post school settings
- Develop an increased range of options for post school education and training for young people with SEND

Multi-agency working

The City will:

- Improve the Statutory Assessment process; develop joint working between education, social care and health
- Work with partners to reduce the time taken to complete the Statutory Assessment Process by 6 weeks

- Ensure that support received by the child and their family is brought together in a single holistic plan which is clear and easy to understand
- Work with partners in health and social care to make joint planning less complicated and more efficient for Looked After Children and those with complex needs / disabilities
- Trial a new single plan with particular groups of children and young people with SEND

Implementing national reforms

The City will:

- Engage with national and regional support networks in implementing reforms and developing good practice
- Identify partners to work with on developments where appropriate
- Ensure that the SEND workforce is supported to deliver changes through good communication, awareness raising, training and support
- Establish strong joint commissioning processes to ensure that the needs of Education Health and Care Plans are met to a high standard

9. Resourcing context

The strategy will need to focus sharply on developing approaches to ensure children and young people with SEND in the City have the best opportunities for achieving their potential within affordable and sustainable resourcing constraints. In the current economic climate the financial pressure on public sector services is acute. The City will be required to review budgets for many services over the next four years. It is imperative that there is a real emphasis on achieving value for money and realising the best quality for every unit of resourcing that is committed.

It is recognise that within these financial constraints there is a genuine opportunity to reduce bureaucracy and increase effectiveness. This strategy must ensure that the right children and young people are targeted at the right time in order to achieve this. It must also maximise the skills of those working with children and young people and streamline efforts across services through joint working practices.

10. Dependency on other policies and strategies

- SEND commissioning strategy – with consistent joint commissioning framework across SEN, social care and health
- Transport policy
- Children with disabilities strategy/14-25 transition
- Language and communication strategy.

11. Communicating the Strategy

To be fully effective it is important that this strategy is well understood, easily available and is clearly informed by other policies plans and strategies such as the City's Education Policy and Strategy, Disability Equality Scheme and the Children and Young People's Plan.

It will be disseminated through a rigorous information and engagement plan to ensure that there is maximum awareness and commitment amongst all partners and stakeholders.

APPENDIX 2

City of London Special Educational Needs or Disabilities (SEND) Strategy 2013-17 Action Plan v3

1. **Priority:** To ensure the **early identification and intervention** of children with SEND.
2. **Priority:** To ensure **families have confidence** in the professionals supporting their child’s learning and care.
3. **Priority:** To improve learning and life **outcomes** for children and young people with SEND
4. **Priority:** To support children and families at each **transition** point.
5. **Priority:** To develop new ways of **multi-agency working** which reflect the Government’s plans for reforming the SEND system
6. **Priority:** To develop the best systems possible for implementing all **national reforms**

1. **Priority:** To ensure the **early identification and intervention** of children with SEND.

Success Criteria:

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Actions & Resources</i>	<i>Monitoring and Updates</i>
1. Work with schools and settings with effective diagnostic tools to support the earlier identification of very young children with Special Educational Needs OR	<ul style="list-style-type: none"> • Delivery of Quality, Improvement and Inclusion training programme – continuation of the programme into 2014/15 • Attendance of Special Educational Needs Coordinators (SENCOs) at the Islington Early Years 	<p>Nikki Mellor, Early Years Advisory Teacher (NM) – Private Voluntary and Independent (PVI) Settings</p> <p>John Hutchings, Educational Psychologist (JH) – CASS</p>	March 2015	<p>The training sessions have been very useful and need to continue:</p> <ul style="list-style-type: none"> • Audit SEND training needs with managers and SENCO’s in all early years settings. • Offer a staff meeting 	<p>Review Jan to Feb 2015</p> <ul style="list-style-type: none"> • In progress • Long established Advisory Teacher retired in July 2014, replacement assumed responsibilities in Sept 2014 • City of London Early Years

Task	How	Who	By When	Actions & Resources	Monitoring and Updates
Disabilities (SEND).	<p>SENCO Forum</p> <ul style="list-style-type: none"> • Development of 2-year-old reviews to support early identification. • 1 annual day's training for behaviour coordinators • A annual day's training for SENCOs 	<p>Child and Family Centre (CASS)</p> <p>Alice Taylor-Rugman, Advisory Teacher / EY Area SENCo (AT-R) from Sept 2014</p>		<p>session to all Early years settings (to include all staff including ancillary staff) on the ways to support any child they have concerns about so all staff develop/share their knowledge. Would be good to have sessions on food and exercise.</p> <ul style="list-style-type: none"> • Continue to attend Islington SENCO Forum • Proactively work with settings to develop their understanding, systems and capacity on SEND. 	<p>Forum took place on 1st April. Jacqueline Wye attended to raise awareness of the SEND reforms to early years (EY) practitioners</p> <ul style="list-style-type: none"> • Training Programme in progress, delivering bespoke training to early years settings • Attendance at Islington EY Area Forum by NM – AT-R to take over as Area SENCo from Sept 2014 • Review of 2 year old provision under way in line with the 2 year old provision of places to vulnerable groups.
2. Use the Early Support Framework as a model of excellent practice within Children Centres to enable the early identification of SEND and provide local support for families.	<ul style="list-style-type: none"> • Review of Early Support books given to PVI settings • Review of the use of Early Support materials 	<p>NM - PVI settings</p> <p>JH - CASS</p> <p>Andy Dobson, CASS Children Centre Manager (AD)</p>	March 2015	<ul style="list-style-type: none"> • Continue to work with settings to develop their understanding using resources like The learning Outcomes/"Development Matters" and other resources. • This will focus on the area/s of concern to enable settings to observe the child's 	<p>Review Jan to Feb 2015</p> <ul style="list-style-type: none"> • Scheduled for early 2015.

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Actions & Resources</i>	<i>Monitoring and Updates</i>
				specific development within the context of their overall development.	
3. Use the Common Assessment Framework (CAF) to support a more holistic assessment to address needs of children in the early years.	<ul style="list-style-type: none"> Regular strategic review at the Early Intervention and Prevention (EIP) Sub group Launch of the EIP framework and Early Help agenda 	NM Interim EIP Lead, Lisa Pitters (LP) EIP Lead, Jackie Frisby (JF)	March 2015	<ul style="list-style-type: none"> Work with EIP group pro-actively on identifying children from the early years to Year 1. Develop our understanding of how early years practitioners and partners working with these practitioners work within the emerging new CAF/Early Help framework. 	Review Jan to Feb 2015 <ul style="list-style-type: none"> In progress EIP Sub group and Children's Executive Board (CEB) meet regularly The EIP Strategy is currently being developed The Pre-CAF Checklist / referral system is being used to initiate support and is being successfully followed through. Speech and Language Therapy services are involved in Multi-agency Practitioner meetings.
4. Review assessment strategies in the early years in line with identified best practice.	<ul style="list-style-type: none"> Delivery of Quality, Improvement and Inclusion training programme – continuation of the programme into 2014/15 The early identification of children's individual needs through regular contact with the early years settings Develop the 2-year-old 	Advisory teacher - PVI settings JH – CASS AD	Sept 2014 & on-going	<ul style="list-style-type: none"> Continue to support the development of good practice in the identification of SEN in PVI settings. Carry out a yearly audit of settings every September to assess training needs and 	Review March 2015 <ul style="list-style-type: none"> In progress Training programme has continued from the 2013/14 year into the 2014/15 year and is well attended Advisory Teacher attends settings each term to support

Task	How	Who	By When	Actions & Resources	Monitoring and Updates
	review in PVI settings as an effective assessment process in all early years settings.			follow up “housekeeping” visits to assess how practice has been embedded	staff in learning how to identify the needs of children early. This is also supported by the training programme <ul style="list-style-type: none"> Review of 2 year old provision under way in line with the 2 year old Free Entitlement offer.
5. Produce/strengthen guidelines for working with parents of very young children.	<ul style="list-style-type: none"> Solihull training for practitioners working directly with families and the 0 to 2 year olds Regular outreach to families, through the Family and Young People’s Information Service (FYI Service), Health visiting and Children’s Centre Health visiting for City families, based at the Neaman Practice Structured Conversation – Achievement for All Programme (increasing parent participation with schools) 	NM, Gerald Mehrrens, Education and Early Years Manager (GM), AD Georgina Poullais, Family Support Worker (GP), Angela Lancaster, Health Visitor Manager (AL), Najma Baig, Outreach and Information Officer (NB)	March 2015	<ul style="list-style-type: none"> Continue to work with parents to improve early identification of needs in different environments such as libraries and children’s centres 	Review Jan to Feb 2015 <ul style="list-style-type: none"> Scheduled for early 2015. Practitioners trained in the Solihull Approach and undertaking reviewing the impact.
6. Ensure the best training on SEND for early years’ practitioners.	<ul style="list-style-type: none"> Delivery of Quality, Improvement and Inclusion training programme – continuation of the programme into 2014/15 	NM, Workforce Development Lead	March 2015	<ul style="list-style-type: none"> Offer training for staff at staff meetings on referencing specific children with SEND 	Review Feb 2015 <ul style="list-style-type: none"> In Progress – SEND key worker training to be developed

Task	How	Who	By When	Actions & Resources	Monitoring and Updates
	<ul style="list-style-type: none"> • Staff practitioner attendance at the Islington SENCO Forum • Early Language development Programme • Regular visits to the early years settings by the Early Years Advisory Teacher 	(WDL) AT-R KH		<ul style="list-style-type: none"> • See above • Continue to role model practice to enable them to see what is being suggested in order to understand what is being asked of them. 	<ul style="list-style-type: none"> • Training programme has continued from the 2013/14 year into the 2014/15 year and is well attended • An early years forum was held on 1st April 2014 to discuss the forthcoming SEND reforms and changes to the legislation around SEN support • Regular termly visits are made to each setting
7. Promote more effective communication and coordination between services.	<ul style="list-style-type: none"> • FYI Service • Strategic Communications • Targeted Education Resources Panel • Health and Wellbeing Board • Clinical Commission Group 	Kaimi Ithia, Strategic Communications Manager (KI), Will Cooper, FYI Service Manager (WC), Kirstie Hilton, Family and Young People's Service Projects Manager (KH) Farrah Hart, Healthy City Development Manager (FH) Lorna Corbin, Commissioning and Performance Manager -	Sept 2014	<ul style="list-style-type: none"> • Review all communication channels to ensure that the right people are getting up to date messages • To utilise the FiSD to develop and communicate the Local Offer to City residents 	Review Feb 2015 <ul style="list-style-type: none"> • In progress – needs to be developed further • The Local Offer went live on Friday 29 August with around 14 live records. • The number of records has grown steadily since but the majority of providers have so far still not returned the questionnaire and is now being followed up by personal contact to encourage responses. • As at 20 January there are 154 providers listed in the Local

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Actions & Resources</i>	<i>Monitoring and Updates</i>
		Public Health (LC)			Offer. <ul style="list-style-type: none"> • There has been a total of 83 user sessions on the Local Offer web page since it launched. 74% of these have been new users.

2. Priority: To ensure **families have confidence** in the professionals supporting their child’s learning and care.

Success Criteria:

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Actions and Resources</i>	<i>Monitoring and Updates</i>
1. Increase the opportunities for parents to participate in decisions in relation to changes to policy, strategy or service delivery	<ul style="list-style-type: none"> • Support from the Bromley and Bexley Parent Participation Officer • To run an informative workshop for families on the SEND reforms • Creation of a working subgroup for parents to be fully involved in the design of services • To find creative ways of encouraging the engagement of families in decision making 	KH, GM, JH Kay Moore, Parent Participation Officer, Pathfinder Champions (KM)	July 2014	<ul style="list-style-type: none"> • Commitment from Senior Officers and changes to the current infrastructure on how families are involved in decision making 	Review Feb 2015 <ul style="list-style-type: none"> • In progress • Meeting with parents including presentation by Bromley Parent Participation Officer held on 2 July – further meeting held on 16 September 2014. • Parent group established. Meetings will be held half termly. The first meeting in September was well attended, with 50% of parents of pupils with current statements of SEN. • Next meeting scheduled for early February. • Parents consulted about EHC

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<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Actions and Resources</i>	<i>Monitoring and Updates</i>
					<p>Plan and Transition process on phone and at Parent Forum on 16 September 2014.</p> <ul style="list-style-type: none"> • EHC template signed off by the DfE and the Learning Trust. • Parent Forum will address transitions and preparing for adulthood. • Independent Supporter has been identified to support local families and young people. This service is being provided to the City by KIDS. A representative will be attending the parents Forum in February.
<p>22. Ensure parents contribute to the decisions made about their child and are confident that the right support, at the right time will be available</p>	<ul style="list-style-type: none"> • To develop and embed a Person Centred Process • To introduce key working 	<p>GM, NB, JH</p>	<p>Sept 2014</p>	<ul style="list-style-type: none"> • To develop the role of 'key working' across services • To develop assessment and planning pathways • To identify Who the key workers are? What is their role? What training will key workers need to have? 	<p>Review Feb 2015</p> <ul style="list-style-type: none"> • In progress • Two EHC Needs assessments were initiated in the autumn term and one EHC plan has been issued within statutory timescale. The second is still in progress and is on track to be completed within the statutory timescale. • A further EHC plan has been issued following a statutory assessment. • Key Worker and support for families identified. Assessment and planning

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<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Actions and Resources</i>	<i>Monitoring and Updates</i>
					<p>pathways have been developed and are being trailed</p> <ul style="list-style-type: none"> • Work in progress to define the role of key working and a key working policy is being developed. • Tower Hamlets Parents and Young People Information, Advice and Support Service provide impartial support and advice for City families. • Independent Supporter has been identified to support local families and young people. This service is being provided to the City by KIDS. A representative will be attending the parents Forum in February.
3. Ensure parents and schools know about the range of provision in the City to support children with SEND	<ul style="list-style-type: none"> • Development of the Local Offer 	GM, KH, Andy Beckett, SEND Consultant (AB) WC, Katherine Doyle, Local	Sept 2014	<ul style="list-style-type: none"> • One to one support day with Bexley • Develop a vision for the local offer • Audit services currently available with partners • Decide on the design of the local offer and 	Review Feb 2015 <ul style="list-style-type: none"> • The Local Offer went live on Friday 29 August with around 14 live records. This number has grown steadily since but the majority of providers have so far still not returned the questionnaire.

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Actions and Resources</i>	<i>Monitoring and Updates</i>
		Offer Lead, Homerton University Hospital NHS Foundation Trust, (KD)		commission a web design team to support this	Parents and providers (schools etc.) are invited to pass feedback on it.
4. Improve communication with parents and carers	<ul style="list-style-type: none"> • FYI Service • Strategic Communications 	WC, KI	Sept 2014	<ul style="list-style-type: none"> • Utilise current systems to improve communication pathways for families of children with SEND 	Review Feb 2015 <ul style="list-style-type: none"> • In progress • The Local Offer went live on Friday 29 August with around 14 live records. This number has grown steadily since but the majority of providers have so far still not returned the questionnaire. • Parents Forum in place.
5. Work with schools and settings to ensure that parents receive quality information on the progress and attainment of their child.	<ul style="list-style-type: none"> • To work with schools and settings where City children and young people with SEND attend 	JH - CASS, (with Yvonne Caunter, SENCo (YC)) Sir John Cass's Foundation Primary School (SJC) and other schools NM – PVI settings	July 2015	<ul style="list-style-type: none"> • Support SJC to develop their skill and effectiveness in working with babies to 5 year olds • Audit early years settings on their working practices with parents on the development of their children. Use the results of this audit to target support. 	Review Feb 2015 <ul style="list-style-type: none"> • Scheduled for review in early 2015.

Task	How	Who	By When	Actions and Resources	Monitoring and Updates
6. Ensure that reports and information from professionals are written in plain English and where necessary available in a range of languages and formats.	<ul style="list-style-type: none"> • FYI Service • Strategic Communications 	WC,	July 2015 & on-going	<ul style="list-style-type: none"> • Commission expert advice on ensuring that all reports / information available to families is written in plain English 	Review Feb 2015 <ul style="list-style-type: none"> • Scheduled for early 2015.
7. Publicise case studies about different types of SEND to reassure parents can develop support networks where possible	<ul style="list-style-type: none"> • Identify good working practice • FYI Service • Strategic Communications 	WC, KH	July 2015	<ul style="list-style-type: none"> • To identify individual case studies and make them available to families • Consult with families and develop networking for families of children with SEND 	Review Feb 2015 <ul style="list-style-type: none"> • Scheduled for early 2015.
8. Develop an increased range of parent communication channels e.g. coffee mornings, face to face meetings	<ul style="list-style-type: none"> • Introduce parent champions • FYI Service • Strategic Communications 	WC,	July 2015	<ul style="list-style-type: none"> • Explore the need and demand for a parents self-help group and help develop such a group if needed. 	Review Feb 2015 <ul style="list-style-type: none"> • Scheduled for early 2015.

3. Priority: To improve learning and life **outcomes** for children and young people with SEND

Success Criteria:

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
1. Commission specialist provision to support pupils with the most complex needs; including behaviour	<ul style="list-style-type: none"> • Allocation of resource through the Targeted Education Resources Panel (TERP) • Joint commissioning with the City of London's Clinical Commissioning Group (CCG) • Improve better understanding of commissioning process – smart commissioning with the Transactional Buying Team • Reviewing tripartite funding arrangements • Establish close links with the Health and Wellbeing board 	<p>Sarah Greenwood, Commissioning and Contracts Manager (SG),</p> <p>Dawn Jarvis, CCG Programme Lead (DJ)</p> <p>FH</p> <p>LC</p>	Sept 2014	<ul style="list-style-type: none"> • Work with health and social care to establish joint commissioning arrangements through the City's CCG and links with East London and City NHS 	<p>July 2014</p> <ul style="list-style-type: none"> • In progress • Representative attends the SEND Implementation Sub Group • Currently reviewing the Terms of Reference of the TERP to include health reps • Health representative attending TERP. • Links made with City and Hackney CCG and Hackney LA and meetings established.
2. Monitor and evaluate the impact of SEND services that are commissioned	<ul style="list-style-type: none"> • Establish processes within the Commissioning and Performance team to effectively monitor the outcome of service delivery 	SG	Sept 2014	<ul style="list-style-type: none"> • Commissioning and Performance team to develop and embed monitoring arrangements 	<p>Review Jan to Feb 2015</p> <ul style="list-style-type: none"> • In progress – further development needed • There are two services currently managed by this team that relate to SEND: personal budgets and the Youth and Play contract (covering the IAG Service) • Discussions have taken place with Prospects in relation to their involvement in the EHC Plans

Task	How	Who	By When	Resources	Monitoring and Updates
					<ul style="list-style-type: none"> Discussions have taken place around incorporating the City's contract with Penderels to include the administration of SEND personal budgets
3. Work with schools that have City children and young people with SEND to improve outcomes and skills, as required	<ul style="list-style-type: none"> To work with SJC and target other schools where City children attend to ensure that educational attainment is monitored Monitor progress 	JH, YC	July 2015	<ul style="list-style-type: none"> To attend regular meetings with SJC on the monitoring of children with SEND (those who are and who are not stated) 	Review Feb 2015 Monthly meetings <ul style="list-style-type: none"> Scheduled for early 2015.
4. Improve City provision for children and young people with SEND	<ul style="list-style-type: none"> Review the effectiveness of SEN arrangements in all settings and improve where necessary 	GM Targeted Education Resources Panel (TERP)	July 2015	<ul style="list-style-type: none"> For the TERP to be fully aware of its responsibility and to ensure that its terms of reference reflects this 	<ul style="list-style-type: none"> Scheduled for early 2015. Headliners commissioned to work with City Gateway to consult young people and parents on provision
5. Work jointly with families and schools to address the needs of children with complex learning and behavioural needs	<ul style="list-style-type: none"> Continue established practices Work within the Early Intervention and Prevention framework to ensure integrated working and multi-agency working Use of the Pre-CAF checklist 	GM, TERP, LP JF	July 2015	<ul style="list-style-type: none"> Further embed early intervention and prevention work with the new EIP Lead 	Oct 2014 <ul style="list-style-type: none"> Scheduled for review in early 2015.
6. Develop good practice in	<ul style="list-style-type: none"> Learn from the experiences of Adult Social Care and 	JH,	Sept 2014	<ul style="list-style-type: none"> Explore with Adult Social Care what 	Review Feb 2015

Task	How	Who	By When	Resources	Monitoring and Updates
personalised planning	their implementation of personal budgets <ul style="list-style-type: none"> • Endorse Person-Centred Planning 	Marion Willicome-Lang, Adult Social Care Manager (MW-L)		arrangements are currently in place to implement personalisation. Ensure lessons learned	<ul style="list-style-type: none"> • In Progress • Discussions have taken place with ASC around their current arrangements for managing personal budgets • Definition of Personal Budget produced and published on web site.
7. Identify training and support needs on specific disabilities such as Autism and Dyslexia	<ul style="list-style-type: none"> • Training to the Children and Families Team and wider services including schools 	WDL, JH	July 2015	<ul style="list-style-type: none"> • Training for multi-agency staff to work with young people with SEND through the projects they are organising. • Specific disabilities need to be covered in EY SEND training, staff meetings, Saturday training, etc. 	Review Feb 2015 <ul style="list-style-type: none"> • Scheduled for early 2015.
8. Actively promote the inclusion of children and young people with SEND in mainstream settings where appropriate	<ul style="list-style-type: none"> • Allocation of resource through the TERP • Review of Terms of Reference and Governance arrangements to include additional members to the Panel 	GM, TERP	March 2015	<ul style="list-style-type: none"> • To review all statements of SEN and placements of children and young people 	Review Sept 2015 <ul style="list-style-type: none"> • In progress – further development needed • Conversions of all SEN statements to EHC Plans to include person-centred planning • Plan of all conversions in

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
					place and to be completed by December 2015.

4. Priority: To support children and families at each **transition** point.

Success criteria:

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
1. Work with settings and schools to ensure that effective and supportive 'Person-Centred' transition plans are in place	<ul style="list-style-type: none"> Review the transition planning in line with the new SEND reforms Review transition plans at different transition points, including: EY to Primary; Primary to Secondary; and In year 	GM, JH, TERP	March 2015	<ul style="list-style-type: none"> This is a priority for PVI settings to ensure effective transition from early years to Reception class Attend all annual reviews at transition points and work with schools to ensure that transition plans are in place 	Review Jan to Feb 2015 <ul style="list-style-type: none"> In progress – building on current best practice All Annual reviews where required are attended by City Officers Families are supported through key transition points (EY to primary / primary to secondary, and children to adult services) to ensure key information is updated on statements / plans and appropriate schools are resourced
2. Ensure the 14+ Annual Review and Transition Plan supports the child	<ul style="list-style-type: none"> Review 'preparing for adulthood' transition processes Link with SEND reforms and 	Kim Watson, Participation Adviser, Prospects (KW),	March 2015	Work with the Careers adviser to ensure 'person centred' planning is in place for all young people	Review Jan to Feb 2015 <ul style="list-style-type: none"> In progress All Year 9 annual reviews

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
from school into adulthood involving all relevant partners and professionals	guidance <ul style="list-style-type: none"> Review links with Information, Advice and Guidance (IAG) Service, Prospects Careers Advice Plus 	KH JH		in Year 9 and Year 11 Introduction of an Education Health and Care (EHC) Plan where applicable	attended by City Officers and IAG worker <ul style="list-style-type: none"> IAG advisor fully aware of reforms and review of current contract taking place to ensure that support is available in line with the new Reforms
3. Ensure a joined up approach from school to post school settings	<ul style="list-style-type: none"> Review the finance process and funding for young people with SEND moving on to further education Ensure that Section 139 assessments (soon to be replaced by EHC Plans) are updated and relevant to young people moving on to Further Education 	KW, KH TERP	March 2015	<ul style="list-style-type: none"> To begin to review all young people in Year 11 with a Statement of SEN who may/will require an EHC Plan 	Review Jan to Feb 2015 <ul style="list-style-type: none"> In progress – further development required Conversion timetable in place detailing when LDAs will be replaced by EHC Plans

5. Priority: To develop new ways of **multi-agency working** which reflect the Government's plans for reforming the SEND system

Success criteria:

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
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Task	How	Who	By When	Resources	Monitoring and Updates
1. Improve the Statutory Assessment process; develop joint working between education, social care and health	<ul style="list-style-type: none"> Establish a multi-disciplinary working group as a sub group of the Children's Executive Board (CEB) to work specifically on the SEND reforms. Proposed name of SEND Implementation Board (SIB) Establish the Core Group early on 	JH, KH, 'SEND Implementation Sub-group'	April 2014	<ul style="list-style-type: none"> To organise a working group, as a subcommittee of the CEB to drive forward the SEND reforms and to ensure joint working from education, health and social care 	Review Sept 2014 <ul style="list-style-type: none"> In progress SEND Implementation Sub-group established and reporting progress to the CEB Core group, made up of parents / carers being held every 2 months Health representative attending TERP
2. Work with partners to reduce the time taken to complete the Statutory Assessment Process by 6 weeks	<ul style="list-style-type: none"> Review the current timeline Strengthen the monitoring process 	JH, KH	Sept 2014	<ul style="list-style-type: none"> Review the SA process and timeframes Work to develop a 20 week timeframe 	Review Feb 2015 <ul style="list-style-type: none"> In progress Process detailing the 20 week timeframe has been drafted and currently being trialled on new cases
3. Ensure that support received by the child and their family is brought together in a single holistic plan which is clear and easy to understand	<ul style="list-style-type: none"> Develop an EHC Plan to be used by all ages, which is person centred and designed in accordance with parent/carer views Design of plan overseen by the SEND Implementation Board 	JH, KH	March 2015	<ul style="list-style-type: none"> To work with Hackney LA including Health partners to develop a joint EHC Plan To consult with families and partners on the content and lay out of the plan 	Review Feb 2015 <ul style="list-style-type: none"> In progress Health reps currently attend the SEND Implementation Sub-group Parent / carer forum established to enable full consultation – being held

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
					every 2 months
4. Trial a new single plan with particular groups of children and young people with SEND	<ul style="list-style-type: none"> • Work with other Services and parents and carers to identify a case 	JH	March 2015	<ul style="list-style-type: none"> • Identify and work with a particular family to trial the new EHC Plan 	Review Feb 2015 <ul style="list-style-type: none"> • In progress • An EHC plan has been issued following a statutory assessment. • A draft EHC plan has been issued following a conversion of a statement
5. Work with health partners and social care to make joint planning less complicated and more efficient for Looked After Children (LAC) and those with SEND	<ul style="list-style-type: none"> • To be overseen by the SIB • To develop the Personal Education Plan process 	KH, Pat Dixon, Children and Families Social Care Service Manager (PD), Siobhan Curry – EHC Plan and single assessment plan group lead, Homerton University Hospital NHS Foundation Trust (SC)	Sept 2014	<ul style="list-style-type: none"> • Attendance at City and Hackney Health group developing the EHC plan and single assessment. 	Review Feb 2015 <ul style="list-style-type: none"> • In progress • All areas represented at the SEND Implementation Sub-group meeting • Representatives from ASC and the Children and Families team attend the TERP meetings • Currently reviewing the Terms of Reference of the TERP to include health reps • The City's EHC Plan template has been agreed by the CCG

6. Priority: To develop the best systems possible for implementing all national reforms

Success criteria:

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
1. Engage with national and regional support networks in implementing reforms and developing good practice	<ul style="list-style-type: none"> • Regular attendance by all partners where possible at the pathfinder champion events and thematic workshops • Organise the 1-2-1 support day with the Pathfinder Champions • Establish a working group (the SIB) to oversee all developments in line with the SEND reforms – as a sub group of the CEB • Enlist the help of Bromley and Bexley Parent Participation Officer to support the City in developing creative ways to engage parents 	SEND Implementation Board, Bromley/Bexley LA, KM	April 2014	<ul style="list-style-type: none"> • To attend all workshops where applicable • Organise a 1-2-1 support day with Bexley LA to deliver on areas of support, including the local offer and joint commissioning • Establish the SIB 	Review Feb 2015 Monitoring of the SIB to take place at CEB meetings <ul style="list-style-type: none"> • In progress • Pathfinder champion events attended by City officers and parent over last 6 months • 1-2-1 support day on 24/03/2014 • Another 1-2-1 support day to be organised in next 3 months • SEND Implementation Sub-group established • Bromley and Bexley Participation Officer attended the City's first parent/carer forum meeting in July 2014
2. Identify partners to work with on developments	<ul style="list-style-type: none"> • Create a Stakeholder map to identify partners and maximise engagement • Confirm designated leads for 	TD, DJ	April 2014	<ul style="list-style-type: none"> • For individual leads to identify key partners to be involved in the implementation of 	Review December 2015 <ul style="list-style-type: none"> • In progress – further development needed

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
where appropriate	<p>all agencies – Hackney Arc, school etc.</p> <ul style="list-style-type: none"> • Organise a workshop for parents/carers (one during the day and one in the evening) to attend to raise awareness and provide information on the SEND reforms • Raise awareness of the SEND reforms with the Health and Wellbeing Board • Engagement of young people through City Gateway and the 'YES' group 	<p>KH, JH, FH, Youth Services – City Gateway / Prospects / 'YES' Group, Sir John Cass's Foundation Primary School (SJC), CASS and PVI settings</p>		<p>the reforms</p> <ul style="list-style-type: none"> • Organisation of a workshop for City families to attend to gain awareness of the SEND reforms and how the reforms may affect them • Work with City gateway through the launch of the Participation Strategy to engage and consult with City young people with SEND • Invitation to parents to form part of the SIB – identify if training is required 	<ul style="list-style-type: none"> • Representatives from key agencies are attending the SEND Implementation Sub-group • A parent / carer forum has been set up to raise awareness of the reforms but also to consult on key processes / pieces of work • Limited progress on engagement with children/young people however, Discussions are taking place about the best way to consult with young people and parents on provision to ensure that this meets their needs.
3. Ensure that the SEND workforce is supported to deliver changes through good communication, awareness raising, training and support	<ul style="list-style-type: none"> • Workforce Development Strategy to identify key learning for staff • Employment of a Workforce Development Lead • Delivery of Quality, Improvement and Inclusion training programme – continuation of the programme into 2014/15 • Communication through 	<p>WDL, KI, WC</p>	Sept 2014	<ul style="list-style-type: none"> • Raise awareness of the SEND reforms with PVI settings managers and SENCOs • Develop an Early Years and Child care forum, (EYCF) in March or April to link into Area Early Years developments (invite 	<p>Review Feb 2015</p> <ul style="list-style-type: none"> • In progress – further development needed • Workforce development programme established in DCCS – more work is needed to identify workforce needs in relation to SEND across children's services.

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
	<p>strategic channels and FYI Service</p> <ul style="list-style-type: none"> • Support on developing the local offer with SJC 			<p>Jacqueline Wye as guest speaker)</p> <ul style="list-style-type: none"> • Develop processes and guidance for early years settings to follow the 0-25 EHC assessment and planning process. • Establish the training and support needs of staff working at SJC • Services to commit staff to attend at training and events 	<ul style="list-style-type: none"> • Training programme for 2014/15 in place but requires development to include SEND key worker training • City Officer working with the SJC school to develop the school's local offer • The Local Offer went live on Friday 29 August with around 14 live records. This number has grown steadily.
4. Establish strong joint commissioning processes to ensure that the needs of Education Health and Care Plans are met to a high standard and to achieve integration of delivery	<ul style="list-style-type: none"> • Develop a thorough understanding of the joint commissioning process and the roles of each service in this (Health, Social Care, Education) • Training on Strategic Commissioning • TERP to act as allocation of resource and make decisions on placements • Development of a co-produced EHC Plan, and trialling the new single plan with particular groups of children and young people with SEND 	<p>SG</p> <p>KH,</p> <p>GM,</p> <p>DJ,</p> <p>LC</p> <p>JH,</p> <p>TERP</p> <p>Simon Cribbens, Policy Development Manager - Housing and Social Care</p>	Sept 2014	<ul style="list-style-type: none"> • To establish what joint commissioning is currently taking place by the CCG • To make contact with Dawn Jarvis, City and Hackney NHS to identify the next steps and processes involved with joint commissioning • To develop a blueprint for joint commissioning to ensure assessment, 	<p>July 2014</p> <ul style="list-style-type: none"> • In progress – further development needed • City officers are more aware of commissioning processes within different agencies • Representatives from the CCG attend the SEND Implementation Sub-group meetings • Current review of TERP Terms of Reference to widen membership to CCG/Health. • City EHC Plan Template

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
		(SC)		planning and support processes with health partners and the Children and Families Team	signed off' by the DfE as compliant with the Code in October 2014. First draft Plan presented to Targeted Education Resources Panel in November 2014 and issued in January within statutory timescale.
5. Develop a Local Offer that is co-produced with parent, carers and young people to ensure that it is informative and helpful and reflects local needs	<ul style="list-style-type: none"> Establish SIB to oversee all developments – possible a sub group of the CEB Engagement of young people through City Gateway and the 'YES' group Support from pathfinder champions and examples of other local offers currently in development Development of school-based local offer linking into the LA local offer Establish platforms and media to promote the local offer Establish any supporting IT or content management systems – FiSD Establish processes for publishing and maintaining accurate and up to date information 	KH, Gerard Loughran, Head teacher SJC (GL) GM, SEND Implementation Board, Pathfinder Champions: 1-2-1 Support Day, JH – SJC, WC Katherine Doyle, Local Offer Lead, Homerton University Hospital NHS Foundation Trust (KD)	Sept 2014	<ul style="list-style-type: none"> Identify gaps in local provision including training Attendance at City and Hackney Health group developing the local offer Establish the SEND Implementation Board (SIB) Organise a 1-2-1 support day with Bexley LA to deliver on areas of support, including the local offer and joint commissioning Development of webpages – additional capacity required Publication of a local 	July 2014 <ul style="list-style-type: none"> In progress – further development needed Local Offer questionnaire was distributed to around 200 organisations. The Local Offer went live on Friday 29 August with around 14 live records The number of records has grown steadily since but the majority of providers have so far still not returned the questionnaire and is now being followed up by personal contact to encourage responses. As at 20 January there are 154 providers listed in the Local Offer.

<i>Task</i>	<i>How</i>	<i>Who</i>	<i>By When</i>	<i>Resources</i>	<i>Monitoring and Updates</i>
				offer	<ul style="list-style-type: none"> • There has been a total of 83 user sessions on the Local Offer web page since it launched. 74% of these have been new users. • The launch of the Local Offer was publicised on the City of London website and through FYi's social media channels. • The Local Offer links to pages of information content on the City of London website that describes services such as personal budgets and Short Breaks provision. • Discussions are taking place about the best way to consult young people and parents on provision to ensure that this meets their needs?

Committee(s)	Dated:
Community and Children's Services Policy and Resources	13 February 2015 19 February 2015
Subject: Chairman of the City Youth Forum	Public
Report of: Director of Community and Children's Services	For information

Summary

A proposal regarding the creation of a Young Lord Mayor was discussed at the December Policy and Resources and Community and Children's Services committees. Members of both committees agreed the formation in principle but raised a number of questions regarding the post and requested further information prior to formal approval.

All Members' queries have been addressed by officers working with City Gateway. In order to meet British Youth Council (BYC) deadlines to enable the Chairman of the City Youth Forum (Young Lord Mayor) to be a member of the British Youth Parliament in 2015/16, your Chairman agreed for the Policy and Resources Committee Members to receive a verbal update at the January committee. Members subsequently agreed that elections could proceed during the February half term subject to a more detailed 'for information' report being produced which responded to Members' original queries.

This report sets out the key changes to the proposal, including a change of name from Young Lord Mayor to Chairman of the City Youth Forum, the development of a youth forum structure, more detail about the election process and the introduction of a code of conduct for youth forum representatives.

Recommendation(s)

Members are asked to: note the report.

Main Report

Background

1. A proposal regarding the creation of a Young Lord Mayor was discussed at the December Policy and Resources and Community and Children's Services committees. Members of both committees agreed the formation in principle but raised a number of questions regarding the post and requested further information prior to formal approval.

Current Position

2. Officers have worked alongside City Gateway (the City's provider of youth service provision) since the December meetings to further develop the proposal following Members' comments. In order to meet BYC deadlines for eligibility as a Member of the British Youth Parliament, voting must take place before the end of February. The best time to undertake voting is during February half term (16–20 February) with counting taking place on Friday 20th February. In light of these timescales, and with the next Policy and Resources Committee taking place during half term, your Chairman agreed for the Policy and Resources Committee Members to receive a verbal update at the January committee.
3. Members of the Policy and Resources Committee agreed that, due to time constraints, the revised proposals for a City Youth Forum and Chairman could proceed. They agreed that the proposals be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman subject to the report detailing the proposals being circulated to the committee for information. Any comments from Members will be considered for inclusion in the finalised documentation. The proposals will also be reviewed at the end of the pilot year and Members will have a further opportunity to give their input regarding the future proposals at that point.

Proposals

4. Members' concerns and queries, alongside the proposed resolutions, are set out below.

Members were keen to have a council or forum to represent young people in the City

5. A youth forum structure has been developed including a number of specific roles or leads which would be filled either through elections or through an application/interview process. The forum will have representatives from all areas of City of London Corporation youth provision, and current proposals include a schools representative, a Children and Care Council (CiCC) representative and a City fringe representative (a young person who is not a City resident but who uses City provision). The composition of the forum will be reviewed after the pilot year.
6. Terms of reference for the forum have been drafted and will be developed further with the forum members. Job descriptions and codes of conduct have been drafted for each role to clarify expectations of the role and forum.
7. Adjustments to the forum structure, job descriptions and terms of reference can be considered following Members' feedback, as part of the review at the end of the pilot year.

The Young Lord Mayor title

8. The elected young person will be known as the Chairman of the City Youth Forum for all City of London Corporation activities. The British Youth Parliament consists of Young MPs or Young Mayors and is supported by the BYC. As the

City shares an MP with Westminster, the BYC has afforded the City special dispensation to have a City-specific young person represented in the Youth Parliament and has agreed that the City's political system can be represented by a Young Lord Mayor. While at the BYC, the elected young person will be working alongside other Young Mayors, and will therefore use the ceremonial and official title of Young Lord Mayor and will be recognised as such. The BYC stipulates that the City representative in the British Youth Parliament must have a City postcode (otherwise there would be overlap with other Young MPs from other areas).

9. There will also be a Deputy Chairman of the City Youth Forum/Deputy Young Lord Mayor, who will be an elected Member of the City Youth Forum. This young person could attend any meetings on behalf of the Chairman.

The election process

10. All City young people aged 10 to 19 who reside in the City are eligible to vote for the Chairman of the City Youth Forum. Other youth forum posts will have an electorate appropriate for the post (for example, for schools or Greenbox session representatives). The City's electoral team will support the process, including with the loan of a ballot box and printing of ballot papers. A number of named staff (City of London Corporation or City Gateway) will be overseeing the issuing of ballot papers. The Department of Community and Children's Services will provide publicity for the elections by sending letters to all known young people's addresses. In order to vote in this pilot year, young people will need to be registered with City Gateway, to enable a single voter list to be generated.

Management of risk

11. In addition to the job descriptions for each forum member, young people would sign an agreement (similar to a volunteering agreement) and a code of conduct. Any infringements of the code of conduct would either necessitate a warning or dismissal from the post – similar to any employment role. The forum is a learning environment and young people will be mentored in their roles by City Gateway and City of London staff.
12. Any official social media contact from the Chairman of the Youth Forum would be completed alongside a City Gateway participation officer. Some contacts (for example, tweets) can be programmed ahead of time and linked to Facebook. While there will be no regulation of personal social media sites, any breach of the code of conduct will be dealt with as outlined in the previous paragraph. An e-safety training event is planned alongside a 'perceptions and portrayals' event to help young people understand their impact on social media.
13. With regards to funding, City Gateway has a funding resource called 'our club' of up to £500 per term, for which anyone can submit a bid. The City Youth Forum may wish to consider a future bid and would not request funding for projects directly from the City of London Corporation. They could however apply for grant funding streams in line with other City volunteer groups.

14. The Chairman and forum would have access to public documents only; they would not have access to sensitive data or any confidential issues.
15. The City Youth Forum is a learning environment and is intended to complement rather than conflict with statutory learning. The BYC sits only at weekends and during school holidays. The CiCC meets only in the school holidays at times agreed by CiCC members. The current proposal is for the City Youth Forum to meet once per half term, but this will be reviewed and revised as necessary. Officers will consider how the forum (and Chairman) can participate in decision-making forums and make any proposals to the relevant body.

Corporate and Strategic Implications

16. The creation of a City Youth Forum has a positive impact on the work of the City of London Corporation. There are no additional financial implications, as all costs associated with the proposal are contained within the current youth services contract cost.

Conclusion

17. The creation of a City Youth Forum and Chairman will demonstrate that the City of London Corporation is committed to engaging with its young people and will allow them to be represented at regional and national forums alongside our neighbouring London boroughs. The election of the Chairman and the forum members will be promoted at City Gateway's Crystal Gala celebrating their 15-year anniversary in March at the Guildhall.

Appendices

none

Background Papers

Young Lord Mayor: Community and Children's Services Committee December 2014
and Policy and Resources Committee December 2014

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