



Community & Children's Services Committee

Date: FRIDAY, 8 JULY 2016
Time: 11.30 am
Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL

Members:

Dhruv Patel (Chairman)	Brian Mooney
Gareth Moore (Deputy Chairman)	Deputy Alastair Moss
Randall Anderson	Barbara Newman
Deputy John Barker	Deputy Joyce Nash
Revd Dr William Campbell-Taylor	Emma Price
Deputy Billy Dove	Adam Richardson
Emma Edhem	Delis Regis
John Fletcher	Deputy Elizabeth Rogula
Deputy Bill Fraser	Virginia Rounding
Marianne Fredericks	Mark Wheatley
Alderman David Graves	Philip Woodhouse
Deputy the Revd Stephen Haines	James de Sausmarez
Ann Holmes	Alderman Robert Howard
Deputy Henry Jones	Deputy Robert Merrett
Alderman Sir Paul Judge	Angela Starling
Professor John Lumley	Alex Bain-Stewart
Deputy Catherine McGuinness	

Co-opted Members: Laura Jørgensen

Enquiries: Natasha Dogra tel. no.: 020 7332 1434
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Lunch will be served in Guildhall Club at the rising of the Committee.

NB Part of this meeting may be the subject of 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: SOCIAL ISOLATION**
To receive a presentation from Professor Roger Green.

For Information
5. **UPDATE FROM CITY OF LONDON POLICE BY CHIEF INSPECTOR HECTOR MCCOY & PAUL CLEMENTS**
To receive a presentation from the City of London Police.

For Information
6. **HOUSING AND PLANNING ACT REPORT**
Report of the Remembrancer.

For Information
(Pages 9 - 14)
7. **IMPLEMENTATION OF GRANTS REVIEW - EDUCATION AND EMPLOYMENT**
Report of the Town Clerk.

For Decision
(Pages 15 - 38)
8. **STRONGER COMMUNITIES' ELIGIBILITY CRITERIA**
Report of the Town Clerk.

For Decision
(Pages 39 - 46)
9. **ADULT SKILLS & EDUCATION SERVICE, INSPECTION OUTCOME**
Report of the Director of Community and Children's Services.

For Information
(Pages 47 - 50)
10. **HEALTH IN ALL POLICIES**
Report of the Director of Community and Children's Services.

For Information
(Pages 51 - 54)

11. **BUSINESS PLAN: QUARTER 4 UPDATE**
Report of the Director of Community and Children's Services.

For Information
(Pages 55 - 78)
12. **REVENUE OUTTURN 2015/16**
Report of the Chamberlain and the Director of Community and Children's Services.

For Information
(Pages 79 - 84)
13. **HOUSING REVENUE ACCOUNT - OUTTURN 2015/16**
Report of the Chamberlain and the Director of Community and Children's Services

For Information
(Pages 85 - 90)
14. **GOLDEN LANE PLAYGROUND REFURBISHMENT**
Report of the Director of Community and Children's Services.

For Information
(Pages 91 - 100)
15. **CONCRETE REPAIRS TO CULLUM WELCH HOUSE**
Report of the Director of Community and Children's Services.

For Decision
(Pages 101 - 108)
16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
18. **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

19. **HOUSING DEVELOPMENT PROGRAMME**
Report of the Director of Community and Children's Services.

For Information
(Pages 109 - 116)

20. **MIDDLESEX RETAIL UNITS**
Report of the Director of Community and Children's Services.
- For Decision**
(Pages 117 - 122)
21. **GREAT ARTHUR HOUSE**
Report of the City Surveyor.
- For Decision**
(Pages 123 - 130)
22. **AVONDALE SQUARE: REDEVELOPMENT OF COMMUNITY CENTRE**
Report of the City Surveyor.
- For Decision**
(Pages 131 - 134)
23. **BIANNUAL UPDATE ON DEPARTMENTAL COMMISSIONING AND CONTRACTS**
Report of the Director of Community and Children's Services.
- For Decision**
(Pages 135 - 142)
24. **NOVATION OF CONTRACT FOR CARE NAVIGATORS**
Report of the Director of Community and Children's Services.
- For Information**
(Pages 143 - 148)
25. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
26. **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, 13 May 2016

Minutes of the meeting of the Community & Children's Services Committee held at Committee Rooms, West Wing, Guildhall on Friday, 13 May 2016 at 11.30 am

Present

Members:

Dhruv Patel (Chairman)	Ann Holmes
Gareth Moore (Deputy Chairman)	Deputy Henry Jones
Randall Anderson	Professor John Lumley
Deputy John Barker	Deputy Catherine McGuinness
Revd Dr William Campbell-Taylor	Barbara Newman
Deputy Billy Dove	Deputy Joyce Nash
Emma Edhem	Emma Price
John Fletcher	Virginia Rounding
Deputy Bill Fraser	Laura Jørgensen
Marianne Fredericks	James de Sausmarez
Alderman David Graves	Deputy Robert Merrett
Deputy the Revd Stephen Haines	Angela Starling

Officers:

Natasha Dogra	- Town Clerk's Department
Alistair MacLellan	- Town Clerk's Department
Ade Adetosoye	- Director, Community & Children's Services
Sam Cook	- Remembrancer's Department
Chris Pelham	- Community & Children's Services
Gerald Mehrtens	- Community & Children's Services
Lorraine Burke	- Community & Children's Services
Pip Hesketh	- Community & Children's Services
Mike Saunders	- Community & Children's Services
Monica Patel	- Community & Children's Services
Sarah Greenwood	- Community & Children's Services
Robert Jacks	- Community & Children's Services

1. APOLOGIES

Apologies had been received from Alderman Paul Judge, Alderman Robert Howards, Delis Regis, Chris Punter, Deputy Elizabeth Rogula and Mark Wheatley.

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

Gareth Moore declared an interest in all housing matters, as he was a tenant on the Golden Lane Estate.

3. TO RECEIVE THE ORDER OF THE COURT OF COMMON COUNCIL

Resolved – that the Order of the Court of Common Council be received.

4. **TO APPOINT A CHAIRMAN**

The Committee proceeded to elect a Chairman. A list of Members eligible to stand was read and Dhruv Patel being the only Member expressing a willingness to serve was declared to have been elected as Chairman of the Community and Children’s Services Committee for the ensuing year.

The Chairman welcomed the new Members who had just joined the Committee and also recorded his thanks to those Members who were no longer serving.

5. **TO APPOINT A DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman. A list of Members eligible to stand was read and Gareth Moore being the only Member expressing a willingness to serve was declared to have been elected as Deputy Chairman of the Community and Children’s Services Committee for the ensuing year.

The Deputy Chairman thanked the Committee for supporting the change in the Committee’s terms of reference that ensured he was able to serve in this position.

6. **MINUTES**

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

7. **DRAFT MINUTES OF THE HOUSING MANAGEMENT AND ALMSHOUSES SUB (COMMUNITY AND CHILDREN’S SERVICES) COMMITTEE**

Resolved – that the draft minutes be received.

8. **APPOINTMENT OF SUB COMMITTEES**

The Committee received a report of the Town Clerk outlining the process of appointment of the Committee’s sub committees and panel, including the composition and terms of reference.

RESOLVED - That the terms of reference for the Sub-Committees and panel, along with the following appointments be agreed as follows:

Housing Management & Almshouses Sub Committee

Dhruv Patel
Gareth Moore
Deputy Catherine McGuinness
Ann Holmes
Deputy Elizabeth Rogula
Deputy John Barker
Randall Anderson
Mark Wheatley
Virginia Rounding
Deputy Stephen Haines
John Fletcher

Deputy Henry Jones
Deputy Billy Dove

Safeguarding Sub Committee

Dhruv Patel
Gareth Moore
Deputy Elizabeth Rogula
Deputy Joyce Nash
John Lumley
Marianne Fredericks
Randall Anderson

Education Board representative

Randall Anderson

Children Safeguarding Lead Members

Dhruv Patel
Randall Anderson

Adult Safeguarding Lead Members

Marianna Fredericks
John Lumley

Young People's Lead Member

Deputy Bill Fraser

Rough Sleepers' Lead Member

Marianne Fredericks

RESOLVED – that the appointment of sub-committees and Lead Members be agreed.

9. **MANAGEMENT OF THE CITY EDUCATIONAL TRUST FUND AND THE CITY OF LONDON CORPORATION COMBINED EDUCATION CHARITY**

The Committee were informed that this report recommended that Members agree some proposed amendments to the terms of reference of the Education Board and the Community and Children's Services Committee. The purpose of these amendments was to give one Grand Committee primary responsibility for the management of two charities, the City Educational Trust Fund and the City of London Corporation Combined Education Charity.

Members noted that the Community and Children's Services Committee would be responsible for making recommendations to the Education Board on any policy adopted for the application of those funds, and appointing some of its membership to serve on the Education Charity Sub (Education Board) Committee. The report also proposed some minor clarifications to the existing terms of reference.

Resolved - That Members:

- Approved the proposed amendments to the terms of reference of both the Education Board and Community and Children's Services Committee, for onward submission to the Court of Common Council for final approval.
- Delegated authority to the Town Clerk to make any further amendments deemed necessary prior to submission to the Court, in consultation with the Chairmen and Deputy Chairmen.

10. **IMPLEMENTATION OF GRANTS REVIEW 'STRONGER COMMUNITIES'**

Members noted that the aim of the review was to increase the strategic impact of grant-making, ensure that the grants are managed more efficiently and effectively, improve the consistency and quality of the customer experience and so bring consequential reputational benefits.

In order to manage the Central Grants Programme effectively a new Central Grants Unit was proposed. Members questioned the ratio of the resources required to run the Central Grants Unit in comparison to the amount of funds it would dispense, and referred the matter back to Officers for further consideration. Accordingly, until all grant giving committees have been consulted on their individual eligibility criteria, it would not be possible to calculate the wider level of resourcing required to manage the Central Grants Programme and the associated costs. In the intervening period the majority of the costs of administering the various funds will continue to be met by the Corporation in the corresponding service departments.

Discussions ensued regarding the eligibility criteria for the 'Stronger Communities'. Members agreed that currently the eligibility criteria listed in the report appeared to be contradictory and seemed to discourage originality. Member agreed that there should be an allowance to allow successful grants to be repeated without stifling creative new programmes. Members were informed that due to lack of resources, delegated authority was sought to ensure that Officers could sign off grants in between grant-giving rounds. The Committee was in agreement that the report requirement further work and that an updated report should be tabled at the July meeting for the consideration of the Committee.

Resolved – that Members:

- Noted the agreed 'Stronger Communities' overarching funding themes and the level of funding available for the 2016-2018 Central Grants Programme.
- Instructed Officers to review the eligibility criteria for the 'Stronger Communities' theme, and submit a report to July Committee seeking Committee approval.
- Agreed that the award of grants will be determined by Officers of Community and Children's Services in consultation with the Chairman and Deputy Chairman of the Grand Committee.
- Noted that the Policy and Resources Committee will approve the proportionate management fee to be charged for resourcing.

11. **WELFARE REFORM AND WORK ACT**

Members were advised of the enactment of the Welfare Reform and Work Act, the Bill for which was reported to the Committee last year. The Act required the Common Council to reduce its social rents by one per cent in each of the financial years from 2016–17 to 2019–20, and abolishes the statutory duties of the Common Council with respect to child poverty.

Resolved – that the report be received.

12. **GATEWAY 4 - MIDDLESEX STREET AREA - REDESIGN OF NEW PUBLIC SPACE IN ARTIZAN STREET POST RAMP DEMOLITION (PHASE B)**

The Committee received a report regarding the Middlesex Street Area designing of the new public space in Artizan Street following the ramp demolition. Members noted that the project involved the removal of two redundant car park ramps in the area outside the Artizan Street Library and Petticoat Tower in the Middlesex Street Estate to create a new landscaped space for use by the local community and for the benefit of the library and community centre.

Officers said that the removal of the ramps approved by Members in July 2014 had left the site area in a temporary state with ponding issues, illegal parking and risks of traffic over-runs. One Member clarified that the report should refer to Middlesex Street Estate resident. Members noted that an update regarding the shutter to the ground floor car park would be provided at the July Committee meeting.

A Member stated that local residents, occupiers and Ward Members were keen to see the transformation of the space completed with the design to which they actively contributed. Approval is now sought to move forward with the detailed design of the option selected during public consultation held in December 2015, to which residents, Ward Members, local users and occupiers were invited. Further consultation with these key stakeholders will be undertaken on materials, finishes and the planting. Next steps include finalising the structural design and undertaking statutory consultation on the necessary traffic orders in relation to the redundant section of carriageway before seeking authority to start work in summer 2016.

Resolved – that Members agreed:

- a) The enhancement proposals to be taken forward to Gateway 5;
- b) The statutory consultation process to be undertaken on the proposed traffic management change of the redundant section of carriageway;
- c) £43,000 of staff costs and fees to take the scheme to Gateway 5, funded from the Section 106 contribution from the 100 Bishopsgate Development;
- d) The inclusion of a new canopy to the Petticoat Tower entrance as well as a health and leisure outdoor equipment in the project scope identified through consultation.

13. **DECENT HOMES AT DRON HOUSE, GOLDEN LANE, SOUTHWARK, SYDENHAM, WINDSOR, AND YORK WAY ESTATES**

The Committee considered a report regarding the Decent Homes at Dron House, Golden Lane, Southwark, Sydenham, Windsor and York Way Estates.

City Fund flats at Spitalfields are now excluded from the project due to their potential inclusion in the asset realisation strategy.

Resolved – that Members

1. Approved the proposed project approach.
2. Approved the estimated budget of £3,904,000
3. Approved £15,000 staff costs & fees to reach the next Gateway.
4. Gave retrospective approval of the conversion of £8,000 of the £10,000 staff costs (approved at Gateway 1/2) to fees.

14. BUSINESS PLAN 2016

Members received the updated business plan for the year 2016/17. This was the second year of a two-year plan developed initially to cover the period 2015-17. The changes made to the plan for 2016/17 had been to add new improvement activities for the period, remove the completed improvement activities from the first year of the plan, review and update the targets for the key performance indicators (KPIs), review and update the narrative in the plan to provide the context for the activities planned, the work under way and the challenges ahead.

Resolved – that Members approved the updated version of the DCCS Business Plan for 2016/17.

15. CITY OF LONDON CHILDREN'S SERVICES REVIEW

Members received an update on the findings and recommendations of a review of children's centre services undertaken towards the end of 2015 and the start of 2016. The review came in advance of the new inspection regime for children's centres due to be published by Ofsted in September 2016 following a summer consultation period. It allowed the authority to have a clear understanding of its strengths and opportunities for development.

In response to a query, Members were informed that the City of London commissions Cass Child and Family Centre as its designated children's centre but also provided a range of children's centre services through its libraries and supports services at Golden Lane Children's Centre.

The review highlighted that:

- there is a high level of satisfaction among parents and carers, and services are popular
- not all attendance at sessions is captured; data needs to be more consistently managed with all services captured in reports
- a City-wide profile of eligible families should be established to ensure families are receiving targeted support as required
- there is a need for a central management of children's centre services within the City of London and a single advisory board comprising all delivery partners as well as specialist agencies
- leadership is strong although there is a need for consistently rigorous selfreporting and performance monitoring across the City to increase the evidence base against which inspections will take place.

Resolved – that Members received the report.

16. LOCAL AUTHORITY DESIGNATED OFFICER 2015/16 ANNUAL REPORT

The Committee received an update regarding the activity and performance of the Local Authority Designated Role (LADO) for 2015/16. This update is further to the 2014/15 annual report that was submitted to the Committee in September 2015 which provided Members with background information on the role of the LADO, referral data and highlighted the need to raise greater awareness of the role both across the City of London Corporation and partners. The Community and Children Services Committee requested that the 2014/15 report be taken to several committees to raise awareness of the role.

The Committee noted that Members across a number of committees, a significant amount of training and briefings on the role of the LADO was carried out. As a result of this awareness-raising activity there has been a significant percentage increase in referrals to the LADO in 2015/16 compared to previous years.

Resolved – that the update be noted and Officers be instructed to submit the report to the following Committee for their information:

- Education Board
- Board of Governors of the City of London School
- Board of Governors of the City of London School for Girls
- Board of Governors of the City of London Freeman’s School
- Board of Governors of the Guildhall School of Music and Drama

17. 'EDUCATIONAL EXCELLENCE EVERYWHERE' A BRIEFING ON THE GOVERNMENT'S WHITE PAPER

Members were informed that in March 2016, the Department for Education (DfE) published a White Paper 'Educational Excellence Everywhere' in which it sets out the government’s intentions to introduce significant changes to the way schools are run and the way local authorities support them. The White Paper contains a number of changes, many of which relate to leadership models in schools.

In response to a query, Members noted that the most widely discussed change was the DfE’s intention that every school in the country should convert to academy status and that the local authority role for school improvement should reduce proportionally as each of its maintained schools convert so that when all schools convert, there is no further school improvement role or the distribution of funding to schools for local authorities. The Committee noted that the Director was soon due to meet with the DfE to discuss the issue of funding for Sir John Cass’s School.

Resolved – that the update be received.

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

A Member raised a querying concerning the Petticoat Tower Balcony refurbishment. Officers informed Members that a QC had been asked to

provide advice however this had been delayed due to the QC dealing a number of pressing issues. Officers assure the Committee that the refurbishment was now at the top of the list of priorities.

A Member informed the Committee that the new Mayor of London, Sadiq Khan, had visited Sir John Cass's School this morning to mark the beginning of the consultation on the policy for cleaner air. The Mayor had been informed that the school exercised a number of mitigating actions to counter pollution. Mr Khan had enjoyed a morning of gardening with the children and speaking with the teachers at the school.

19. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business.

20. EXCLUSION OF THE PUBLIC

Resolved - 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.

21. NON-PUBLIC MINUTES

Resolved – that the draft minutes be approved as an accurate record.

22. DRAFT NON-PUBLIC MINUTES HOUSING MANAGEMENT AND ALMSHOUSES SUB (COMMUNITY AND CHILDREN'S SERVICES) COMMITTEE

Resolved – that the report be noted.

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

There were no questions.

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

There was no urgent business.

The meeting ended at 12.15 pm

Chairman

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Committee:	Date:
Community & Children's Services	8 th July 2016
Subject: Housing and Planning Act	Public
Report of: Remembrancer	For Information
Report author: Sam Cook, Assistant Parliamentary Affairs Counsel	

Summary

This report advises the Committee of the enactment of the Housing and Planning Act, the Bill for which was reported to the Committee last year. Among other things, the Act requires the sale of higher-value council housing in order to fund the extension of the right to buy, directs new housing provision away from affordable rental housing towards 'starter homes' for first-time buyers, requires higher rents to be charged to social tenants earning high incomes, limits the duration of new secure council tenancies, and creates 'planning permission in principle' for housing development on designated sites. Amendments were made during the passage of the Bill (following representations by the City Corporation and other bodies) which are intended to mitigate the effect of higher-value housing sales in more expensive areas and to ensure that sold homes are replaced on a two-for-one basis in Greater London.

Recommendation

Members are invited to receive this report, and to note in particular:-

- the actions taken in support of the City Corporation's interests with respect to higher-value council housing, and the need for continued engagement in that matter;
- the need to implement in due course the measures concerning high-income tenants and secure tenancies; and
- the implications of the measures on starter homes and permission in principle for the City Corporation's housing policy.

Main Report

1. The Housing and Planning Act contains important measures intended to set the direction of the Government's housing policy and enable it to meet its house-building targets. Some of the measures will affect the City Corporation's housing policy, in particular the ambition to build 3,700 new homes by 2020.

2. The Bill for the Act proved contentious, with the Government suffering an unusually high number of defeats in the House of Lords. Nevertheless it successfully passed into law before the end of the parliamentary session, with only minor concessions on the part of the Government. This report summarises the outcome of parliamentary proceedings on the housing provisions of the Act, and the likely consequences for the City Corporation. Further detail may be found in the report made to the Committee on the Bill on 11th December last year, and on the other background papers referred to below.

Levy on higher-value vacant housing

3. Following the voluntary agreement reached with housing associations to extend the right to buy to their tenants, the Act gives effect to the Conservative Party's manifesto commitment to fund the extension through the sale of higher-value local authority housing. This will be achieved by means of an annual levy payable by local housing authorities to the Government, based on an estimate of the total value of their higher-value housing likely to fall vacant during the year. Councils will in theory, therefore, have a choice not to dispose of housing, if they fund the payment in some other way.
4. In the House of Lords, Government amendments were introduced to replace the concept of 'high-value' housing with that of 'higher-value' housing. This was explained by the Minister as a response to concerns expressed (by the City Corporation among others) that councils in areas where the property market was at its strongest could be disproportionately affected by the Bill. The new terminology is intended to allow an approach whereby, for instance, only a given proportion of housing in each local authority area is caught. The Act does not, however, bind the Government to this approach, and details of what is to be counted as 'higher-value' (as well as other details about the operation of the levy) will await the publication of regulations later in the year.
5. The Act enables local housing authorities to agree with the Government that they should retain some of the money which would otherwise be payable under the levy in order to fund their own house-building projects. Following pressure from London MPs and local government bodies (including the City Corporation) concerned about a possible outflow of resources to cheaper parts of the country, a Government amendment was passed requiring any such agreement to enshrine two-for-one replacement housing in the capital. Such replacements need not be of the same tenure or in the same area as the old housing. The two-for-one requirement only applies when the Government chooses to make an agreement with a council in London, which it is under no obligation to do. The Minister indicated to Parliament, however, that the Government's policy was to seek an agreement with each London council. It is by no means clear that the proceeds of the levy will be sufficient to fund both the extension of the right to buy and two-for-one replacement, meaning that other sources of funding may need to be drawn upon.
6. Work on developing a suitable model for replacement housing in London is currently being led by London Councils in conjunction with the Greater London Authority. Agreements will, however, ultimately need to be reached

between the Government and individual local housing authorities. Officers will continue to liaise as appropriate with London Councils and the Department for Communities and Local Government, and will report further to the Committee on the progress of discussions.

Starter homes

7. The Act is intended to shift the balance of housing provision in favour of 'starter homes', which are available to first-time purchasers under the age of 40 at 80 per cent of market value, up to a price of £450,000 in Greater London and £250,000 elsewhere. It does so through placing local planning authorities under a general duty to promote the supply of starter homes when exercising planning functions, and through regulations requiring that residential developments may only be given planning permission if they include a certain proportion of starter homes. When viability constraints are taken into account, this will inevitably limit the scope to seek planning obligations for the provision of more conventional forms of affordable housing. The proposals passed in the face of strong resistance in the House of Lords, which favoured greater discretion for local housing authorities to decide on the type of affordable housing best suited to their areas.
8. A current consultation proposes to set the starter homes requirement at twenty per cent of units on residential developments consisting of more than ten units, subject to certain exemptions such as specialist housing and estate regeneration schemes. It is anticipated that a requirement set at this level will leave little, if any, room for councils in London to require further affordable housing contributions through section 106 agreements. This will affect the City Corporation's capacity to undertake affordable housing schemes in reliance on this source of funding. (Contributions from commercial developments, which currently account for around half of the funding, will however be unaffected.)
9. The Government conceded in Parliament that purchasers of starter homes will have to repay a proportion of the discount they received if they sell within a given period, on a 'tapered' basis according to the length of time they remain in the property. The length of this 'taper' has not yet been determined, but seems likely to be set at eight years. The current consultation proposes to allow local authorities to accept commuted payments for starter homes elsewhere, in lieu of on-site provision.

Mandatory rents for high-income social tenants

10. The Act enables the Government to require social housing providers to charge higher rents to social tenants whose households receive a certain level of income. This builds on the 'Pay to Stay' scheme currently operated by some providers (not including the City Corporation) on a voluntary basis. Following consultation, the Government has announced that the household income threshold in Greater London will be set £40,000, with an exemption for households in receipt of housing benefit. The increased rent will be graduated according to the amount by which that threshold is exceeded. Details will be set out in regulations, although the Government conceded in

the House of Lords that the increase in rent will amount to no more than 15 per cent of above-threshold income.

11. The increased rent received by councils will have to be paid to the Government (in order to assist with deficit reduction), subject to the deduction of “reasonable administrative costs.” These are still the subject of discussion with local government and will be settled in regulations, but will arise largely from the need for councils to begin assessing the household income of all of their tenants. Higher rents may also prompt greater numbers of high-income tenants to exercise their right to buy.

Limits on secure tenancies

12. When considering the report on the Bill, the Committee was advised that Government amendments had been made to insert provision limiting the duration of new secure tenancies to between two and five years. This in effect aligns new secure tenancies with the ‘flexible tenancy’ model currently available to councils as a matter of discretion (and offered by the City Corporation in limited circumstances). In the House of Lords the Government conceded that the maximum term should be 10 years (or longer if necessary to avoid disruption to children’s schooling) rather than five, and this is the limit contained in the Act. Guidance is, however, expected to make clear the Government’s view that five years should ordinarily be the maximum term, with longer tenancies only offered to reflect special circumstances such as disability, old age or caring responsibilities.
13. At the end of a fixed-term secure tenancy, councils will have to undertake a review in order to decide whether to offer a new tenancy in respect of the same or different accommodation, or not at all. The intention is to ensure that social housing stock is allocated more efficiently. Further details will be contained in regulations and guidance expected later this year. In particular, the Government has undertaken to provide an exemption enabling councils to offer life-long tenancies to those already on such tenancies who voluntarily exchange home, in circumstances to be specified. Tenants required to move by the council will automatically retain the benefit of a life-long tenancy.

Planning permission in principle for housing

14. The Act introduces a new concept of ‘planning permission in principle’ for housing-led development. Permission in principle will be granted to sites identified as suitable for housing in local or neighbourhood plans, or in new registers of brownfield land which the Act will require local planning authorities to maintain. During the parliamentary proceedings, the Government clarified that local planning authorities will retain discretion over the designation of individual sites. This is in keeping with representations made by the City Corporation and other bodies, and should ensure that permission in principle does not provide a vehicle for inappropriate residential development in the City. Permission in principle may, on the other hand, prove beneficial for the City Corporation’s development plans outside the City, to the extent that they involve brownfield sites or sites allocated in local plans.

Conclusion

15. The Housing and Planning Act will have significant effects on the work of the Committee and on housing policy in general. Some of the details will depend on regulations and guidance yet to be published, or on discussions with the Government, and officers will report further to the Committee on any developments of interest in this regard. The eventual parameters of the levy on higher-value housing are likely to be of particular concern, owing to the location of the City Corporation's social housing stock. While representations made by the Corporation (among others) appear to have secured some movement in favour of councils in higher-value areas, it will not be possible to estimate the future liabilities of the Corporation until further details are announced by the Government. The shape of any agreement on replacement housing will also be important, both for the City Corporation's own house-building aims and for housing provision in London more widely. Officers will continue to engage in this area.
16. The Director of Community and Children's Services will take appropriate steps to prepare for the implementation of the other measures applying to the City Corporation, concerning mandatory rents (including the assessment of household income) and limits on secure tenancies (including the need for statutory reviews on expiry of term). Dialogue will take place with the Director of the Built Environment about the implementation of starter homes requirements, and in particular the scale of the inhibitive effect on section 106 contributions to affordable housing (which is likely to be substantial).

Background papers

- Report of the Director of Community and Children's Services on Housing Stock Valuation Data, 12th February 2016, Item 7
- Report of the Remembrancer on the Housing and Planning Bill, 11th December 2015, Item 7
- Report of the Director of Community and Children's Services and the City Surveyor, 'Increasing the supply of homes – the role of the City of London Corporation', 9th October 2015, Item 6

Sam Cook

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Remembrancer's Office

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Committees	Dated:
Community and Children’s Services Education Board	8 July 2016 21 July 2016
Subject Implementation of Grants Review – Education and Employment	Public
Report of: Deputy Town Clerk	For Decision
Report author: Scott Nixon, Project Manager	

Summary

This report recommends that members note the overarching Education and Employment Central Grants Programme funding theme as agreed at the March 2016 Policy and Resources Committee, and the corresponding level of funding available for 2016-2018.

Members are requested to agree that the existing eligibility criteria for the Combined Education Charity and City Educational Trust Fund remain in place until March 2017, and that the Education Charity Committee be charged with reviewing and implementing any required amendments to the eligibility criterion for the 2017-2018 funding cycle (prior to the quinquennial review to be undertaken by City Bridge Trust).

As the Policy and Resources Committee did not approve the level the staffing required to run the Central Grants Unit, consultation is being undertaken with each individual grant-giving committee to better understand the resource implications of managing their specific theme. The outcomes of all consultation undertaken will form the basis of a report to be submitted to the Policy and Resources Committee requesting approval for the required levels of staffing and resource.

Recommendations

For the Community and Children’s Services Committee

Members are asked to:

- Note the agreed Education and Employment overarching funding theme and the level of funding available for the 2016-2018 Central Grants Programme.
- Make a recommendation to the Education Board as to whether the existing eligibility criterion for the Combined Education Charity and City Educational Trust Fund should remain in place until March 2017.
- Make a recommendation to the Education Board as to whether the Education Charity Committee should review and implement any required amendments to

the eligibility criterion for the 2017/2018 funding cycle (prior to the quinquennial review).

- Note that the Policy and Resources Committee will approve the proportionate management fee for the Central Grants Programme resourcing.

For the Education Board

Members are asked to:

- Note the agreed Education and Employment overarching funding theme and the level of funding available for the 2016-2018 Central Grants Programme (£267,876).
- Agree that the existing eligibility criteria for the Combined Education Charity and City Educational Trust Fund remain in place until March 2017.
- Comment on the current eligibility criteria, agree the Education Charity Committee review and implement any required amendments to the eligibility criteria for the 2017/2018 funding cycle (prior to the quinquennial review).
- Note that the Policy and Resources Committee will approve the proportionate management fee for the Central Grants Programme resourcing.

Main Report

1. Background

- 1.1 In March 2016, the Resource Allocation Sub-Committee and Policy and Resources Committee received a report outlining the work that had been undertaken to date to implement the recommendations of the Effectiveness of Grants Service Based Review (SBR).
- 1.2 The aim of the review was to increase the strategic impact of grant-making; ensure that the grants are managed more efficiently and effectively; improve the consistency and quality of the customer experience; and so bring consequential reputational benefits.
- 1.3 As a result of the proposals made to Resource Allocation Sub-Committee and Policy and Resources Committee it was agreed that:
 - a) Four grant programmes were in scope for immediate centralised administration: Finance Grants Sub-Committee, City of London Corporation Combined Relief of Poverty Charity, City Educational Trust Fund and the City of London Corporation Combined Education Charity.
 - b) Four overarching funding themes for the grant programme (for 2016-2018) would be established: Stronger communities; Education and employment support; Enjoying open spaces and the natural environment; and Inspiring London through culture.
 - c) The geographical area for the consolidated grants programme or individual themes would be left to the discretion of the decision-making committees as part of their agreement of grant eligibility criteria (subject to any restrictions on the geographical area of benefit in respect of any charities being managed).

- d) The proposed allocation of funding across the four funding themes would be approved.
- e) Grant programme arrangements would be reviewed in line with City Bridge Trust's next quinquennial review.

1.4 In order to effectively manage the Central Grants Programme a new Central Grants Unit was proposed. Members questioned the ratio of the resources required to run the Central Grants Unit in comparison to the amount of funds it would dispense and referred the matter back to officers for further consideration.

1.5 Accordingly, until all grant giving committees have been consulted on their individual eligibility criteria, it will not be possible to calculate the wider level of resourcing required to manage the Central Grants Programme and the associated costs. In the intervening period the majority of the costs of administering the various funds will continue to be met by the Corporation through its corresponding service departments.

1.6 On 19 May 2016, the Policy and Resources Committee agreed that the Education Board be appointed as the Grand Committee responsible for the Combined Education Charity and City Educational Trust Fund, and that it appoint an Education Charity Committee to oversee the application of funds from those charities. The Community and Children's Services Committee will be responsible for making recommendations to the Education Board on any policy adopted for the application of those funds, and appointing some of its membership to serve on the Education Charity Committee. This was noted at the Court of Common Council on 23 June 2016.

2. Funding themes and allocation of funding

2.1 Following consultation with chief officers, four overarching themes were proposed for the 2016-2018 City of London Central Grants Programme and were subsequently agreed at the March 2016 Policy and Resources Committee.

2.2 The agreed overarching funding theme and level of funding for the Education and Employment theme, for which the Education Charity Committee will be responsible, is as follows:

Funding theme	Funding source	2016/17	2017/18	Total
Education and Employment	City Educational Trust Fund	£150,748	£50,987	£201,735
	Combined Education Charity	£28,240	£37,901	£66,141
Total		£178,988	£88,888	£267,876

2.3 It should be noted that the total funding amounts expressed in the above table do NOT include deductions for the proposed management fee and therefore

differ from the figures presented to the Policy and Resources Committee in March 2016.

- 2.4 When the management proposals have been reviewed by the Policy and Resources Committee, the total amount of funding available for this theme will be reported back to this committee.
- 2.5 A financial overview of the City Educational Trust Fund and the Combined Educational Trust, including details on existing financial commitments and grants issued between 2014 and 2016, are shown in Appendix 1.

3. Grant eligibility criteria

- 3.1 Through the Education and Employment theme, the Education Charity Committee will distribute the funds from the City Educational Trust Fund and the Combined Education Charity. The objects of both charities are attached as Appendix 2.
- 3.2 The existing eligibility criteria for the Combined Education Charity is attached as Appendix 4 for member information.
- 3.3 As agreed at the Policy and Resources Committee in March 2016, the Central Grant Programme arrangements will be reviewed in 2018 to align with the City Bridge Trust's next quinquennial review. Therefore it should be noted that the overarching theme may change post-2018 should the Policy and Resources Committee agree that the Central Grants Programme continue.
- 3.4 A copy of the standard grant application procedures that will operate across all four agreed funding themes is attached as Appendix 3.
- 3.5 It is requested that members agree that the existing eligibility criteria for the Combined Education Charity and City Educational Trust Fund remain in place until March 2017, and that the Education Charity Committee review and implement any required amendments to the eligibility criteria for the 2017/2018 funding cycle (prior to the quinquennial review).

4. Central Grants Unit staffing/management fee

- 4.1 In order to manage the Central Grants Programme effectively a new Central Grants Unit was proposed to the Resource Allocation Sub-Committee and Policy and Resources Committee in March 2016.
- 4.2 Members questioned the ratio of the resources required to run the Central Grants Unit in comparison with the amount of funds it would dispense. The Chief Grants Officer undertook to look at the resourcing of the unit.
- 4.3 Accordingly, until all grant-giving committees have been consulted on their individual eligibility criteria, it will not be possible to calculate the wider level of resourcing required to manage the Central Grants Programme. In the

intervening period, the costs of administering the relevant funds will continue to be absorbed by the City Corporation.

- 4.4 It is therefore proposed that this Committee notes that the Policy and Resources Committee will agree the levels of staffing and corresponding proportionate management fee to be deducted from all grant programmes – specifically the City Educational Trust and Combined Education Charity, to be administered by the Central Grants Unit.
- 4.5 The Central Grants Programme will be unable to go live until the appropriate levels of staffing have been agreed and are in place.

Appendices:

- Appendix 1: Financial Overview of the City Educational Trust Fund and Combined Education Charity.
- Appendix 2: Charitable Objects, Combined Education Charity and City Educational Trust Fund.
- Appendix 3: Standard Grant Application Procedures, Education and Employment.
- Appendix 4: Combined Education Charity Eligibility Criteria.

Background Papers:

- Policy and Resources Committee, March 2016, Implementation of Grants Review.
- Policy and Resources Committee, May 2016, Management of the City Educational Trust Fund and Combined Education Charity.

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Appendix 1

Financial Overview of the City Educational Trust Fund and Combined Education Charity

- 1.1 As at 1st April 2015, the Combined Education Charity had total funds of £1,099,163 of which £1,047,872 was held in investments and the remainder in cash (less any commitments).
- 1.2 The total assets of the Combined Education Charity are split into two funds, the unrestricted fund which is the general fund of the Charity and was worth £380,249 in 2014/15 and the expendable endowment fund which was worth £718,914. The expendable endowment fund is the original gift / endowment of the Charity shown at current market value.
- 1.3 As at 1st April 2015, the City Educational Trust Fund had total funds of £3,592,988 of which £3,501,819 was held in investments and the remainder in cash.
- 1.4 The total assets of the City Educational Trust Fund are split into two funds, the unrestricted fund, which is the surplus income fund of the charity to be used in subsequent years, which was worth £33,961 and the expendable endowment fund which was worth £3,559,027. The expendable endowment fund is the original endowment of the Charity shown at current market value.
- 1.5 In the case of the Combined Education Charity, the City Corporation as trustee must firstly make use of the charity's investment income; and if the trustee thinks fit, the expendable endowment in order to meet the costs of administering the charity and managing its assets. After payment of these costs the trustee must use the remaining income to further the objects of the charity.
- 1.6 The trustee is also permitted to utilise the expendable endowment funds, and with Charity Commission consent the permanent endowment, to further the charity's objects, if the trustee considers that it would be in the best interests of meeting the charity's objects to do so.
- 1.7 The City Educational Trust Fund, constituted under section 25 of the City of London (Various Powers) Act 1967, which provides that both the income and capital of the charity may be applied to further the charity's objects should it be considered to be in the best interests of the charity.
- 1.8 Members are asked to note that the funding made available for the City Educational Trust Fund and Combined Education Charity is generated on an annual basis through investment income from the charitable funds.

- 1.9 Costs of administering the Combined Education Charity and City Educational Trust Fund have historically been met by the City Corporation and have not been re-charged to the corresponding charity.
- 1.10 Members are requested to note that the following deductions have already been made from the available funding on the basis that only the income of the Combined Education Charity will continue to be distributed.
- The Combined Education Charity Panel awarded £32,622 in grants in April 2016 (i.e. in the current financial year 2016/2017) and six applications are currently being assessed totalling £17,550. For the purposes of this report it is assumed that the full allocation of £17,550 will be awarded from the overall funding allocation available in 2016/2017. Should any of the 6 applications not be agreed, the necessary amendment will be made.
 - In October 2014, the Culture, Heritage and Libraries Committee recommended that the Finance Committee approve an annual grant to Spitalfields Music. This grant was subsequently agreed at £45,000 a year for three years (2016 – 2018). These payments have been funded from the City Educational Trust Fund and have been deducted from the annual allocation for both 2016/2017 and 2017/2018.
- 1.11 In addition to the above, the Finance Grants Subcommittee also committed the following funds from the City Educational Trust Fund:
- £10,000 to the St Paul’s Chorister Trust for 2016/2017; and
 - £10,000 for Dr. Johnson’s House in both 2016/2017 and 2017/2018.
- 1.12 When all final City Educational Trust Fund grant payments have been issued to Spitalfields Music, Dr Johnson’s House and the St Paul’s Chorister Trust, each organisation would be required to submit a new funding application and be considered alongside all other applications received, should they wish to receive additional funding.
- 1.13 The table below shows all grants approved and rejected by the Combined Education Charity Panel in 2015-2016. In summary, a total of 42 applications were received and assessed by the Combined Education Charity Panel, seven of which were rejected or deferred and thirty five approved, totalling £100,852 awarded in grants.

Date of Award	Level of Study and Course	Educational Establishment	Total award granted
June 2016	Masters in Character Animation	Central St Martins	£2,550
	Masters in Music	Guildhall School of Music and Drama	£3,000
	Postgraduate Degree, Speech and Language	University College London	£3,000

Date of Award	Level of Study and Course	Educational Establishment	Total award granted
	Therapy		
	MA in Creative Writing	Kingston University	£3,000
	Outreach for Teachers Programme	King's College Maths School	£3,000
	Masters of Music	Norwegian Academy of Music	£3,000
April 2016	BA in English	University of Cambridge	£3,000
	BMus Classical Performance	Guildhall School of Music and Drama	£3,000
	MA in Performance	Royal Academy of Music	£3,000
	MSc in Mental health Studies	Institute of Psychiatry, King's College	£3,000
	Advanced Instrumental Studies	Guildhall School of Music and Drama	£3,000
	Theatrical studies	Italia Conti Academy of Theatre Arts	£3,000
	MSc in Public Policy	University College London	£3,000
	MA in Character Animation	University of the Arts London	£3,000
	LLB Law course	City University	£2,952
	BA Hons Education Studies	University of London	£2,670
	Orchestral Artistry course	Guildhall School of Music and Drama	£3,000
December 2015	Professional studies	Architectural Association School of Architecture	Rejected (insufficient evidence of need)
	MSc Civil Engineering Structures Post Graduate	City University London	Rejected (insufficient evidence of need)
	MA Acting Course	Arts Education Schools London	£2,000
	Social Anthropology of development	SOAS University	£3,000
	Postgraduate	King's College	£3,000

Date of Award	Level of Study and Course	Educational Establishment	Total award granted
	course in Mental Health, Ethics and Law MSc	London	
	MA in Script Writing	Goldsmiths University	£2,950
	Living costs and extra-curricular activities relating to a course	Queen Mary University	Application deferred due to lack of information
	MSc in Psychology	University College London	Application deferred due to lack of information
	Tuition fees	News Associates London	Application deferred due to lack of information
	VTCT in Beauty Therapy	London School of Beauty and Make up.	Application deferred due to lack of information
	Tuition fees	Goldsmiths College	Application deferred due to lack of information
			Total awarded December 2015 =£10,950
September 2015	MA Degree	School of Oriental and African Studies	£3,000
	MA Degree	Central Saint Martins	£3,000
	MA Degree	Royal College of Arts	£3000
	Three day educational visit to Berlin for 40 students	City of London Academy Islington	£3,000
	MA Degree	Royal College of Art	£3,000
	MA Degree	Royal Academy of Music	£3,000
	MA Degree	Roehampton University	£3,000
	Script Development Diploma	National Film and Television School	£3,000
			Total Awarded September 2015 = £24,000
May 2015	55 Students immersive experience in opera	English National Opera	£3,000

Date of Award	Level of Study and Course	Educational Establishment	Total award granted
	Degree in Psychology	University of East London	£1,030
	MRes/PHD in Anthropology	Goldsmiths University	£3,000
	MSc in Finance	Warwick Business School	£3,000
	Postgraduate Certificate in Art Therapy	Institute of Arts and Therapy and Education	£3,000
	Masters in Millinery	Royal College of Art	£2,700
			Total Awarded May 2015 = £15,730

1.14 The table below shows all grants approved between 2014-2016 by the Finance Committee or Finance Grants Sub-Committee, which utilised funding from the City Educational Trust Fund.

1.15 All grants agreed by Finance grants Subcommittee that propose to utilise funding from the City Educational Trust Fund are currently scrutinised by the City of London Comptroller to ensure alignment with the charitable objects prior to an award being made.

1.16 In summary, six grant applications were awarded funding from the City Educational Trust Fund in 2014 totalling £160,200. One further grant was approved in 2016 for an amount of £20,000.

Grantee	Date of Award	Length of Award	Description of project supported	Total award granted
The Foundling Museum	May 2014	1 Year	Exhibition on the life and times of Dr. Richard Mead at the Foundling Museum.	£15,000
St Paul's Chorister Trust	May 2014	3 Years (Reducing grant over three years – Year 1- 15k Year 2- 12.5k Year 3- 10k. And a one off grant for	Provision of financial bursaries to families on low incomes to support the costs of boarding. The Chorister Trust	£37,500

Grantee	Date of Award	Length of Award	Description of project supported	Total award granted
		special projects for £15k.	currently provides a financial bursary to 13 out of the 28 Choristers.	
Clio's Company	November 2014	1 Year	A grant towards the cost of developing new drama education workshops.	£7,700
Spitalfields Music	November 2014	3 Years	Support for general project activity and support for on-going fundraising.	£45,000
Dr Johnson's House	November 2014	3 Years	Projects to engage with new audiences and students.	£45,000
Youth Dance England	November 2014	1 Year	Making dance activities accessible to young people with disabilities.	£10,000
				Total Awarded in 2014 = £160,200
Royal Shakespeare Company	May 2015	3 Years	A three year programme that works with students and teachers to transform students attitudes to Shakespeare and through doing so influence their attitudes to school more generally and their overall academic	£20,000

Grantee	Date of Award	Length of Award	Description of project supported	Total award granted
			attainment.	
				Total Awarded 2015 = £20,000

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Appendix 2

1. Charitable Objects of the Combined Education Charity

The objects of the Charity are for the public benefit:

- 1) To further the education of persons (including persons born or resident in the City of London and those attending educational institutions in the City of London or the other London Boroughs) attending or proposing to attend secondary, further or higher educational institutions by the provision of grants or financial assistance and by arranging or supporting education and training to extend or complement courses provided by such institutions;
- 2) To provide grants for staff at maintained schools and Academies in the City of London and the other boroughs of London to undertake studies either at educational institutions or at other establishments provided that such study furthers their development as teachers

2. City Educational Trust Fund

The charity was established around the same time as the Royal Charter was granted to establish The City University. The charity was established by section 25 of the City of London (Various Powers) Act 1967 (set out below) and both the income and capital may be applied to further the charity's purposes.

In summary, the purposes of the charity are – for the advancement of education for the public benefit by:

The advancement of the objects of The City University or for other educational purposes connected with or related to the University; and

The advancement of: -

- (i) education in science and technology, business management and commerce by the promotion of research, study, teaching and training in any of them; or
- (ii) the study and teaching of biology and ecology; or
- (iii) research, study and teaching in the cultural arts.

CITY OF LONDON (VARIOUS POWERS) ACT 1967 (1967 c xlii)

[The preamble to the Act states:]

... (3) Among the objects of The City University as constituted by Royal Charter is the advancement of research and training in science and technology and in business management and commerce and it is expedient to authorise and to require the Corporation to hold for educational purposes, including purposes relating to the objects of the said university, a fund called the Coal Market Fund now vested in them: ...

25 Application of Coal Market Fund for educational purposes

Whereas by the enactments specified in Schedule 3 to this Act (in this section referred to as “the City of London Coal Market Acts”) provision was made for the continuance of a public market for the sale of coals brought into London and for empowering the Corporation to remove, enlarge and manage the said market but, following the passing of the Coal Industry Nationalisation Act 1946, the said market ceased to exist and, under powers conferred on the Corporation by the City of London Coal Market Acts and by the City of London (Various Powers) Act 1949, the site of the said market has been appropriated for other purposes.

And whereas in accordance with the provisions of the enactments hereinbefore referred to there is vested in the Corporation a fund established for payment of the costs of providing, enlarging and managing the said market, to which fund is now credited the balance of revenues received in respect of the said market after payment of the costs of managing the same so long as it continued to exist and the consideration payable on appropriation of the site of the said market, together with accumulations of interest:

And whereas it is expedient on the repeal of the City of London Coal Market Acts as provided in section 31 (Repeal) of this Act to make new provision prescribing the purposes for which the said fund shall be held and applied by the Corporation:

Now therefore it is hereby declared that the said fund, now known as the “Coal Market Fund” and thereby designated the “City Educational Trust Fund” and hereby designated the “City Educational Trust Fund”, shall, as from the passing of this Act, be held by the Corporation, and the capital and interest shall be applied by the Corporation as they think fit, for such one or more of the following purposes as they may from time to time determine:—

- (1) for the advancement of the objects of The City University constituted by Royal Charter granted on 23rd May, 1966, or any of such objects, or for other educational purposes connected with, or related to, the said university;
- (2) without prejudice to the generality of the foregoing paragraph, for the advancement of education in science and technology, business management and commerce by the promotion of research, study, teaching and training in and of such subjects, or any of them, or, without prejudice to the generality of the foregoing, for the advancement of the study and teaching of biology and ecology, or for the advancement of research, study and teaching in and of the cultural arts.

Appendix 3

Education and Employment

The Education and Employment theme has been developed in order to support people to achieve their potential through the education process; to ensure that the City Corporation's outstanding cultural and historical resources enrich the creative experience of learners, and develop excellent employment opportunities and pathways.

GRANT ELIGIBILITY CRITERIA TO BE INSERTED HERE FOLLOWING MEMBER CONSULTATION.

1. Overview

Minimum and maximum grant allowed	Opening date for applications 2016-2017	Closing date for applications 2016-2017	Decision timeframe
TBD	TBD	TBD	12 weeks from closing date

1. How do you apply for a grant?

To apply for a City of London Corporation grant you will need to complete an online application form by the corresponding deadline and submit this electronically with your supporting documents to the City of London Corporation Central Grants Unit.

You should send your application to us well before the stated deadline to allow us to process your application in time. We will only consider one application from your organisation at any one time.

All application forms should be completed through the online City of London Corporation grants web portal. Application forms in large print, Braille or audio tape would be offered to applicants by special request.

2. How are applications assessed?

Once the City of London Corporation has received your online application and all supporting documents it will be passed to one of the City Corporation's Grant Officers for assessment. As part of this process a Grants Officer may contact you for more information.

We will acknowledge receipt of your application within 10 working days of it being received. If your application is not complete it will be returned to you and you will have a further 10 working days to send us the missing information.

A Grants Officer may also arrange to visit your organisation as part of the assessment process. Once a full assessment has been completed your request will be referred to an appropriate Committee or Senior Manager (depending on the level of grant requested).



The timescale to process your application will vary; however, we will endeavour to ensure your application is assessed within 12 weeks of the closing date. You should take account of this when planning your project.

3. How do we monitor and evaluate grant recipients once an award has been made?

If we fund your project we will need you to complete an end of grant monitoring report to confirm how the grant has been spent and what you achieved. Please make sure that you keep receipts for all the items or services you buy with the grant and that you keep them somewhere safe as we may ask you to provide them.

We may also visit you to check how the grant has been spent.

Please keep us up to date if your project or any of your contact details change at any stage during the period of your grant.

4. If your grant application is successful

If your application is successful, an initial offer letter detailing the level of grant awarded will be issued. This may contain special conditions relating to the grant award or pre-agreement grant conditions.

Grant acceptance terms and conditions will be subsequently issued which should be signed and returned within 20 working days.

Once all documentation has been received and approved you would be asked to formally request payment of your grant award.

Note: You cannot start your project until we have received, checked and approved all information that we have requested.

5. If your grant application is unsuccessful

Due to the limited budget available and the number of applications for funding we receive, the City of London Corporation unfortunately cannot provide funding to every applicant that applies for a grant. Grants are therefore issued on a discretionary basis, there is no appeal process and the decision of the City of London Corporation is final.

6. Support with your application

We urge all applicants that are unsure about whether to submit an application to read all available eligibility criteria on our website and attend one of our Grant Officer led workshops; dates for which will be publicised on our website throughout the year.

If you have an enquiry that is not covered within the online guidance, please contact the City of London Grants Unit directly, who will be able provide answers to general queries regarding the application process.



7. Can you reapply for funding?

You may reapply for funding to deliver a continuation of the same project however; organisations cannot hold more than one of our grants at any one time

If you are a current grant holder, you will need to have satisfactorily met all our grant monitoring requirements before applying again.

Further information

If you have questions about how to apply or about the status of an application, you can contact us on 020 7332 3710, email us at grants@cityoflondon.gov.uk.

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CITY OF LONDON CORPORATION



**CITY OF LONDON CORPORATION
COMBINED EDUCATION CHARITY**
(REG CHARITY No: 312836)

GRANTS POLICY & FUNDING CRITERIA
(ADOPTED: 7TH DECEMBER 2013)

CITY OF LONDON CORPORATION

Address

Dept. of Community &
Children's Services,
PO Box 270, Guildhall,

Phone: 020 7332 1211

Email adulthoodeducation@cityoflondon.gov.uk



**The City of London Corporation Combined Education
Charity**
(312836)

Grants Policy and Funding Criteria
(Adopted – 7th December 2013)

The Purposes of the Charity:

The purposes of the charity are to benefit the public by:

- (a) To further the education of persons attending or proposing to attend secondary, further or higher educational institutions through grants or financial assistance, and by arranging or supporting education and training to extend or complement courses provided by such institutions; and
- (b) Providing grants to staff of maintained schools and Academies in the City of London and the London boroughs to undertake study which furthers their development as teachers.

Grants Policy and Eligibility for Funding

In order to target the charity's limited funds to most effectively and efficiently achieve the charity's broad purposes to further education, as noted above, the following grants policy and criteria have been adopted when considering all current applications for funding.

Persons Eligible for Funding

1. Persons who are of secondary school age or above and who also meet the eligibility criteria set out at paragraphs 2 and 3 below.
2. Persons who are resident in the City of London or one of the London Boroughs.
3. Those who are :
 - (a) A person attending a further or higher educational institution in the City of London or one of the London boroughs; OR

- (b) A pupil attending one of the three City of London sponsored Academies. The City of London School or The City of London School for Girls; OR
- (c) A current member of staff at one of the City of London Sponsored Academies, The City of London School or the City of London School for Girls.

Preference will be given to those persons eligible under paragraphs 3(a) and (b).

Applications under 3(b) may be made on behalf of an individual pupil or on behalf a group of pupils attending the relevant school. Where an application is submitted on behalf of more than one pupil the school must identify the individual pupils who are intended to benefit from the grant and provide sufficient information to support the application being made on behalf of each of them. This must include evidence of financial need and details of the educational merit and value which would be achieved for those individual pupils should the grant be awarded.

Individuals who are awarded a grant from the charity will not be eligible for further funding within **5 (five) years** of the decision to award the grant. Organisations applying on behalf of groups are not subject to this restriction.

Activities which will be funded

For Students, these include:

- (a) Course fees.
- (b) Equipment and or resources necessary to undertake a course of study e.g. specialist recording equipment, specialist technical equipment, purchase of books and reference materials
- (c) Travel and associated expenses directly relevant to the course of study or education.
- (d) Expenses associated excursions and travel organised by the school.
- (e) Activities associated with the individual's education (or expense related directly thereto) where the educational merit or value of that activity has been demonstrated in the application.

For Teachers these include courses and study for the purposes of professional development as a teacher.

Those who benefit from a grant will be required to provide a written update to the charity of the outcomes and benefits experienced by those individuals in undertaking the course or activity funded by the grant.

Maximum Grant

The maximum funding which will be awarded to an individual is: **£3,000**.

Where an application for funding is submitted on behalf of more than one person, the grant may exceed this amount but will not exceed £3,000 per individual.

Evidence and Supporting Documentation

The charity will only consider applications which have been properly completed in a timely manner and which have been submitted with all relevant supporting documentation. Please refer to the Application Form and Guidance Notes for Applicants for further information.

Timings of Decisions

Applicants will be informed of the dates for final submission of application documentation and the dates of the meetings at which eligible applications will be considered by the trustees for funding. Normally eligible applications will be considered in December, March and July, and all application documentation will be required **at least 4 (Four) weeks** prior to the meeting.

Agenda Item 8

Committee	Dated:
Community and Children's Services	08/07/2016
Subject 'Stronger Communities' Eligibility Criteria, Central Grants Programme	Public
Report of: Deputy Town Clerk	For Decision
Report author: Scott Nixon, Project Manager	

Summary

Further to the request of this Committee to revise the 'Stronger Communities' eligibility criteria, an amended version is appended to this report.

At the May 2016 Community and Children's Services Committee, Members instructed Officers to review the eligibility criteria that had been presented for the 'Stronger Communities' theme and submit a follow up report to the July Committee for Member review and approval.

Members agreed that the eligibility criteria listed in the original report appeared to be contradictory and seemed to discourage originality. Members also agreed that there should be an allowance for successful grants to be repeated without stifling creative new programmes.

Background

Following the Community and Children's Services Committee in May, consultation has been undertaken with Officers and the Chairman and Deputy Chairman of this Committee to ensure that the revised eligibility criteria submitted as Appendix 1 of this report have taken into account the points raised by Members at Committee.

Members are reminded of the following points which were resolved at the May 2016 Committee meeting:

- Noted the agreed 'Stronger Communities' overarching funding themes and the level of funding available for the 2016-2018 Central Grants Programme.
- Agreed that the award of grants will be determined by Officers of Community and Children's Services in consultation with the Chairman and Deputy Chairman of the Grand Committee.
- Noted that the Policy and Resources Committee will approve the proportionate management fee to be charged for resourcing.

Recommendations

- To note that an annual report listing all organisations awarded funding through the 'Stronger Communities' funding theme and the corresponding amounts granted will be reported to this Committee.

- To note that where there is a need for an urgent decision to be made between meetings on an application, these may be approved by Officers in consultation with the Chairman and Deputy Chairman.
- To review and agree the amended eligibility criteria for the 'Stronger Communities' funding theme.

Main Report

1. Taking into account Member comments from the May Committee meeting and subsequent comments from the Chairman and Deputy Chairman, the eligibility criteria for the 'Stronger Communities' funding theme have been revised and are submitted to this Committee for review and approval. Points to note are as follows:
2. The general language within the criteria has been softened to ensure that it comes across as more user friendly and inclusive to prospective grant applicants. This includes the removal or rewording of anything construed as overly restrictive (especially within section 12: 'What we do not fund').
3. The eligibility criteria have been amended to clarify that funding is not just available to enhance existing services, but invites applications for new/innovative projects, as long as the eligibility criteria are satisfied.
4. Applications may now be submitted in successive years by the same organisation to deliver the same activity (if deemed sufficiently successful and impactful by those charged with assessing the applications).
5. If individuals wish to access Central Grant Programme funding, but are not part of a constituted organisation, the Central Grants Unit (CGU) is unable to get directly involved in supporting them to undertake the constitution process, as this would be seen as a conflict of interest.

The CGU would, however, be able to provide advice and guidance on the overall applications process and whether the funding proposal conforms to the established eligibility criteria. But outside of this, the CGU would seek to signpost individuals to relevant external organisations such as the Local Council for Voluntary Service for advice and support. Or if, for example, a resident on a City of London housing estate requests support to establish a new residents group, they would be signposted to the local Estate Manager who would be able to provide all the necessary advice and guidance on how to proceed.

6. The CGU will provide this Committee with an annual report listing all organisations awarded funding and the amounts granted from the 'Stronger Communities' funding theme.
7. The default position of any grant application received after the closing date would be to hold it until the next annual grant round. However, should an application be received after the closing date that is considered urgent by Officers, the Chairman and Deputy Chairman would be consulted. The application must then demonstrate sufficient merit to warrant consideration outside the standard processes and satisfy the eligibility criteria. If Officers, the Chairman and Deputy Chairman are in agreement, and if there is funding remaining in the budget, the application may be approved.

Appendix

- Appendix 1: 'Stronger Communities' Eligibility Criteria

Background Papers

- 13 May 2016, Community and Children's Services Committee, 'Implementation of Grants Review'

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Stronger Communities

1. Types of projects and activity to be supported

Grants issued through the 'Stronger Communities' theme will be awarded to projects or services that are being delivered for the benefit of communities or beneficiaries within the City of London and its Housing Estates across London.

The Stronger Communities funding theme has been separated into three sub themes:

- **Developing stronger neighbourhoods and communities**

This sub theme has been developed to actively support local community based projects within the City of London and its Housing estates across London. The projects you put forward should enable more people to become involved in their communities and encourage a broader understanding of the diverse needs of these communities. Projects may either promote a higher take up of existing projects or services or encourage new and innovative ones.

- **Promoting community health and wellbeing**

The activities supported through this sub theme should contribute to the health and wellbeing of communities and should be able to demonstrate positive outcomes that address the Health and Wellbeing priorities set out in the Joint Health and Wellbeing Strategy (Details of which can be found on the City of London Corporation website).

- **For the relief of poverty**

The activities supported through this sub theme should provide support for communities or individuals who find themselves in need for reason of poverty, old-age, ill-health, accident or infirmity.

2. Who can apply for a City of London Corporation Grant?

The City of London Corporation Central Grants Programme is open to organisations that fall into one of the following categories:

- Registered charity
- Registered Community Interest Company
- Registered Charitable Incorporated Organisation
- Charitable company (incorporated as a not-for-profit)
- Exempt or excepted charity
- Registered charitable industrial and provident society or charitable Cooperative (Bencom)
- Constituted voluntary organisation

Proposals that support individuals can be accepted under this theme. However, if you are an individual wanting to make an application, we ask that you apply for funding through a City-based group or organisation, residents association or a charity who will be able to support and countersign your application and thus have "ownership" of the project.

Should you be a resident on one of the City of London Corporation Housing Estates and would like to consider establishing a Residents Association (should there not be one already



operating in your area), you should contact your local Estates Manager who will be able to provide you all the necessary advice and guidance on how to proceed. Their contact details can be found on the City of London Corporation website.

Your local Council for Voluntary Service would be able to provide you advice and guidance in constituting any other type of organisation.

3. Opening Dates

One annual grant round will be established per year, the opening and closing date for which will be confirmed at a later date.

4. What is the minimum and maximum Grant that can be applied for?

The minimum grant award permitted will be £500, and the maximum £10,000.

Overview:

Minimum and maximum grant allowed	Opening dates for applications	Closing dates for applications	Decision timeframe
	2016-2018	2016-2018	
£500 min £10,000 max	TBD	TBD	12 weeks from closing date

5. How do you apply for a grant?

To apply for a City of London Corporation grant you will need to complete an online application form by the corresponding deadline and submit this electronically with your supporting documents to the City of London Corporation Central Grants Unit.

You should send your application to us well before the stated deadline to allow us to process your application in time. We will only consider one application from your organisation at any one time.

All application forms should be completed through the online City of London Corporation grants web portal. Application forms in large print, Braille or audio tape would be offered to applicants by special request.

6. How are applications assessed?

Once the City of London Corporation has received your online application and all supporting documents it will be passed to one of the City Corporation's Grant Officers for assessment. As part of this process a Grants Officer may contact you for more information.



We will acknowledge receipt of your application within 10 working days of it being received. If your application is not complete it will be returned to you and you will have a further 10 working days to send us the missing information.

A Grants Officer may also arrange to visit your organisation as part of the assessment process. Once a full assessment has been completed your request will be referred to an appropriate Committee or Senior Manager (depending on the level of grant requested).

The timescale to process your application will vary; however, we will endeavour to ensure your application is assessed within 12 weeks of the closing date. You should take account of this when planning your project.

7. How do we monitor and evaluate grant recipients once an award has been made?

If we fund your project we will need you to complete an end of grant monitoring report to confirm how the grant has been spent and what you achieved. Please make sure that you keep receipts for all the items or services you buy with the grant and that you keep them somewhere safe as we may ask you to provide them.

We may also visit you to check how the grant has been spent.

Please keep us up to date if your project or any of your contact details change at any stage during the period of your grant.

8. If your grant application is successful

If your application is successful, an initial offer letter detailing the level of grant awarded will be issued. This may contain special conditions relating to the grant award or pre-agreement grant conditions.

Grant acceptance terms and conditions will be subsequently issued which should be signed and returned within 20 working days.

Once all documentation has been received and approved you would be asked to formally request payment of your grant award.

Note: You cannot start your project until we have received, checked and approved all information that we have requested.

9. If your grant application is unsuccessful

Due to the limited budget available and the number of applications for funding we receive, the City of London Corporation unfortunately cannot provide funding to every applicant that applies for a grant. Grants are therefore issued on a discretionary basis, there is no appeal process and the decision of the City of London Corporation is final.



10. Support with your application

We urge all applicants that are unsure about whether to submit an application to read all available eligibility criteria on our website and attend one of our Grant Officer led workshops; dates for which will be publicised on our website throughout the year.

If you have an enquiry that is not covered within the online guidance, please contact the City of London Grants Unit directly, who will be able provide answers to general queries regarding the application process.

11. Can you reapply for funding?

You may reapply for funding to deliver a continuation of the same project however; organisations cannot hold more than one of our grants at any one time

If you are a current grant holder, you will need to have satisfactorily met all our grant monitoring requirements before applying again.

12. What do we not fund?

Some things we are unable to pay for are shown below.

- activities that have already taken place or start before we confirm our grant
- any costs you incur when putting together your application
- fundraising activities for your organisation or others
- items that are purchased on behalf of another organisation
- loans or interest payments
- projects that actively promote religious or political activities
- purchase of alcohol

13. Further information

If you have questions about how to apply or about the status of an application, you can contact us on 020 7332 3710, email us at grants@cityoflondon.gov.uk.

Committee(s)	Dated:
Community and Children’s Services	8 th July 2016
Subject: Adult Skills & Education Service, Inspection Outcome	Public
Report of: Director of Community & Children’s Services	For Information
Report author: Barbara Hamilton – Adult Skills & Education Service	

Summary

The last inspection of the adult skills and education service took place in 2010. Since that date the Ofsted Inspection framework has changed and stronger evidence of quality, performance and outcomes for learners is now required.

The 2016 Ofsted Inspection focused on, amongst other things, the levels of qualifications achieved by learners and apprentices, the numbers and types of employment secured and the quality of teaching and learning.

During 23 – 26 May 2016 the Adult Skills and Education Service (ASES), including the Apprenticeship programme, was inspected by HMI Ofsted. The Inspection focused on the following areas:

- Effectiveness of Leadership and Management
- Quality of Teaching Learning and Assessment
- Personal Development, behaviour and Welfare
- Outcomes for Learners
- Adult Learning Programmes
- Apprenticeships
- Overall effectiveness at previous inspection.

All areas of the service were graded as Good (Grade 2). Therefore the overall effectiveness of the service was graded as Good (Grade2). A copy of the full inspection report is available to Members on request.

Recommendation

It is recommended that the Committee note the report.

Main Report

Self-Assessment

1. Prior to the inspection the ASES team completed a self-assessment (SAR). The Inspectors fully supported the recommendations that were made in the self-assessment report. The service had graded itself a level 2. This grade was fully supported by the Inspectors. Overall, the SAR confirmed that learner termly evaluation and feedback closely mirror the range and types of courses available. In other words, the curriculum had a strong educational purpose and the outcome for learners was good.

Apprenticeships

2. The service currently supports 6 main apprenticeship frameworks. The future aim is to increase the number of frameworks over the next twelve months. These new areas will include working with the Institute of Credit Management and with Universities to deliver a wider range of higher level and degree level apprenticeships in areas such as Financial Services.
3. The Inspectors were impressed with the apprenticeship service. It is 100% determined by the needs of employers and their apprentices. Employers engage with the COL apprenticeship programme to meet the skills needs of their business/ service areas. An example of this is the Butchery apprenticeships which is located at Smithfield Market. Inspectors were impressed with the effective employer support that the team was able to offer.
4. The service provides an apprenticeship programme for internal City of London Corporation departments. The latest data shows that 83% of our apprentices progress onto a higher level apprenticeship. 77% percent are employed in the City of London Corporation. A small percentage of apprentices, 2%, complete the framework without remaining in employment. The coordination, management, quality and delivery of the City of London Corporation's apprenticeship scheme was graded as good by the Inspectors.

Community Learning

5. The service delivers approximately 180 classes to 2,000 adult learner enrolments. A large proportion of the ASES community learning provision is targeted at improving the English Language and Mathematics of those who are educationally or socially disadvantaged. The aim is to provide learners with a range of skills to support them entering the labour market and to continue to raise participation of under representative groups. Current data evidence shows that there is already an increase in the levels of GSCE Maths and English achievements The Ofsted Inspectors were impressed with the achievements made in this area of work but asked for evidence of other actions being taken to address participation.

6. Key actions taken so far to raise participation of under representative groups include the following:
- Developing linked local projects such as the Spec – Speaking English with confidence - building on the London wide project that engaged with over 7,500 ESOL hard to reach learners.
 - Securing City and Guilds accredited qualifications for more than 500 learners from Black and Ethnic minority groups – for more 95% of these this is their first qualification to be achieved.
 - Working with male focused sections of the workforce including Building Construction – developing a project to improve the English language of construction workers in the City.
 - Developed accredited employability projects with Homeless groups located in the City and its fringe areas.
 - Working with the Memory project to support the learning needs of elderly learners
 - Continue to develop the ESOL activity project with Bengali and other Women's group
7. A post Inspection action plan will be put in place to address the following:
- Improve learner initial assessment on non-accredited account
 - Further improve employer information
 - Continue to improve ongoing training and support for all teachers
 - Improve the use of electronically generated performance data
8. A copy of the full inspection report from Ofsted is available to Members on request

Conclusion

9. The City of London Corporation's ASES continues to provide training and learning that directly responds to the skills needs of learners and their employers. The range of community based learning is changing; many of these changes will be reflected in the new 2016/17 course file.

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Committee(s)	Dated:
Health and Wellbeing Board – For decision	17/06/2016
Policy and Resources – For information	07/07/2016
Community & Children’s Services – for information	08/07/2016
Subject: Health in all Policies	Public
Report of: Director of Community & Children’s Services	For Information
Report author: Farrah Hart, DCCS	

Summary

As part of the Health and Social Care Act 2012, the City of London Corporation is responsible for promoting the wellbeing of all the people who live or work in the City. As the determinants of people’s health lie largely outside the healthcare system, social, physical and economic policies can have a substantial impact upon health. There is currently no systematic approach for officers to consider the health and wellbeing aspects of their proposed policy changes; however, all new policies must be approved through the committee process.

It is proposed that the committee paper template be revised to include guidance on health implications for officers. Incorporating an additional paragraph of guidance will have zero cost implications, and will help the City Corporation to work towards meeting its statutory responsibilities for public health and health promotion.

Recommendation(s)

Members are asked to:

- endorse the proposed approach to mainstreaming health considerations into the committee paper writing process
- discuss whether the report should be submitted to the Policy and Resources Committee for its consideration.

Main Report

Background

1. Health in all Policies is an approach to public policies across sectors that takes into account the health and health system implications of decisions to prevent negative health impacts. As the determinants of people’s health lie largely outside the healthcare system, social, physical and economic policies can have a substantial impact upon health.

2. The Health and Social Care Act 2012 (“the HSCA 2012”) received Royal Assent on 27 March 2012. One of the key aspects of the reform is that local authorities in England have taken over the responsibility for health improvement of local populations, including both residents and workers.
3. The City of London’s Health and Wellbeing Board is responsible for carrying out duties conferred by the HSCA 2012.
4. The membership of the Health and Wellbeing Board is designed so that key City of London committees and partner organisations are represented.
5. Several of the Board’s priorities have a significant impact on health and wellbeing but do not come under the traditional remit of public health, health and social care services. These include priorities about air quality, noise pollution, physical activity and child poverty. This means that joint working with Port Health and Public Protection, Open Spaces, Planning and Transport, Built Environment and Economic Development is vital, and the Health and Wellbeing Board is informed of progress and achievements through these reports.
6. A key strength of the Health and Wellbeing Board in the City is the strong network with officers across the Corporation. Officers representing the Health and Wellbeing Board work alongside their counterparts in other departments to influence their strategies, policies and work plans and ensure that health and wellbeing concerns are properly represented.
7. Through this programme of activity, the Health and Wellbeing Board has proven itself to be a valuable consultation resource for other committees. Over the past two-and-a-half years the Health and Wellbeing Board and its Chairman have engaged with a wide range of partners and stakeholders and have reviewed a significant number of key issues and policies that impact on the health and wellbeing of the Board’s community.

Current Position

8. The City of London Corporation is responsible for promoting the wellbeing of all the people who live or work in the City.
9. This means that decisions taken by the City Corporation should consider the associated health impacts on residents and workers.
10. As noted above, social, physical and economic policies can often have a substantial impact upon health.
11. City Corporation’s chief officers are required to meet health and wellbeing objectives, as set out by the Town Clerk, as part of their yearly performance appraisals.

12. There is currently no systematic approach for officers to consider the health and wellbeing aspects of their proposed policy changes; however, all new policies must be approved through the committee process.

Proposals

13. It is proposed that the committee paper template be revised to include guidance on health implications for officers. This will act as a prompt for consideration of health impacts, and might spark discussion of whether a proposed policy change will have positive or negative impacts upon the health of the City's populations. This guidance could be as simple as the following paragraph:

***Health implications:** will this proposal have any positive or negative impacts on the health of City workers or residents? Remember that health impacts can come from changes in traffic, noise and pollution; walkability; access to social spaces and green spaces; impact on mental health; provision of alcohol, tobacco or unhealthy food; and access to high roofs or balconies where there is a risk of death by falling. Where a proposal has significant health implications, it should be taken before the Health and Wellbeing Board – please call 020 7332 3223 for further guidance.*

14. The revised template could be piloted to see what impact it has on health considerations and discussions at subsequent committees. It could be reviewed at six months and again in one year's time to assess whether the approach is working, and whether further refinements could be made.

Corporate & Strategic Implications

15. An increase in joined-up working throughout the Corporation should lead to greater efficiencies, as it will prevent work being duplicated, and allow the pooling of resources between departments that share a common agenda.

16. This proposal contributes to the following Corporate Plan key policy priorities:

- KPP3 Engaging with London and national government on key issues of concern to our communities such as transport, housing and public health
- KPP4 Maximising the opportunities and benefits afforded by our role in supporting London's communities.

Implications

17. Incorporating an additional paragraph of guidance will have zero cost implications, and will help the City Corporation to work towards meeting its statutory responsibilities for public health and health promotion.

Conclusion

18. A Health in all Policies approach is systematic, and takes into account the health implications of decisions. It is hoped that changing the City Corporation's committee report template will act as a useful aide memoire for officers who are planning new policies that will impact upon the health of workers and residents in the Square Mile.

Appendices

- None

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Committee:	Dated:
Community and Children’s Services Committee	08/07/2016
Subject: Community and Children’s Services Business Plan: Quarter 4 update	Public
Report of: Director of Community and Children’s Services	For Information
Report author: Lorraine Burke, Simon Cribbens and Sharon McLaughlin, Department of Community and Children’s Services	

Summary

This report sets out the progress made during Quarter 4 (Q4 – January to March 2016) against the refreshed 2015-17 Community and Children’s Services Business Plan. It shows what has been achieved and the progress made against our five departmental strategic aims:

- Safeguarding and early help
- Health and wellbeing
- Education and employability
- Homes and communities
- Efficiency and effectiveness.

Full details of performance against all key performance indicators are provided at Appendix 1 and the Department’s budget information is provided at Appendix 3.

Departmental performance and progress for Q4 are overall good. This strong performance in Q4 is echoed in the full year performance for 2015-16 with some areas of outstanding performance. At the end of year reporting period, 10 performance indicators were achieved or exceeded and three were within the tolerance of -10% of the set target. One indicator was below the tolerance of -10% of the set target. Three indicators are linked to education performance and the information on these will not be available until the end of the academic year.

Recommendation

Members are asked to:

- Note the Q4 update and the progress made against the strategic priorities of the Business Plan up to the end of 2015-16.

Main Report

Background

1. In May 2015, Members agreed the Department of Community and Children's Services (DCCS) Business Plan for the two years 2015-17, *Roadmap to Outstanding Services*. This contains five strategic aims and 17 key priorities to achieve our vision for delivering outstanding services and outcomes for our residents and communities. Although initiatives are grouped under the most relevant of these strategic aims, many support the achievement of goals across multiple areas.
2. An updated version of the DCCS Business Plan was approved by Committee on 13 May 2016.
3. As agreed, quarterly update reports are provided to Members.

Current Position

4. The Department's performance is measured and reported against 17 key performance indicators (PIs). Fourteen indicators were reported in Q4, of which 10 (71%) achieved or exceeded the performance target set and are therefore rated green. Of the remaining four indicators reported, two were amber as performance was within 10 per cent of the target set, and two were rated red for failing to meet the target by more than 10 per cent. This improves on performance in Q3, during which seven indicators were rated green.

RAG status	Traffic light description	Total number of PIs
Green	PIs for which the set target was achieved or exceeded	10
Amber	PIs within the tolerance of -10% of the set target	2
Red	PIs that are below the tolerance of -10% of the set target	2
N/A	Not applicable this quarter (linked to educational year finishing July 2016)	3

5. Three indicators are not reported in this quarter. The learning indicators (BPs 3.2, 3.3 and 3.4) are linked to the academic year finishing in July 2016, based on performance across three term levels, and therefore are not available at this point.
6. Q4 data for sufficiency of school places relates only to secondary school offers for September 2016. The performance is rated green as it exceeds the reported pan-London rate for the percentage of offers meeting an applicant's first choice (73 per cent in the City compared with 69 per cent in London) and has improved on the City's performance in 2015 (63 per cent meeting first choice). Primary school offers for September 2016 are not made available in the 2015-16 reporting year, and therefore those reported in Q1 relate to school entries in September 2015.

7. Performance was particularly strong for some indicators – exceeding target levels. The percentage of referrals to Children’s Social Care leading to a referral (1.1) was 100 per cent in Q4 – reflecting clear understanding and appropriate use among referring partners of the City’s Thresholds of Need. Targets were also exceeded in relation to the number of volunteers signing up to Time Credits (2.5), and the percentage new to volunteering (2.6).
8. Performance was rated red in relation to smoking cessation (2.1) and usage of Golden Lane leisure centre (2.4). Registrations for smoking cessation have fallen, in part due to a rapid increase in the use of e-cigarettes. However, the commissioned service is taking action to increase awareness of the service and improve training of pharmacy staff. The City’s Commissioning Team has also met with Fusion, the leisure centre operator, to discuss performance and actions being taken to address the decline in usage.
9. The strong performance in Q4 is echoed in the full year performance.

RAG status	Traffic light description	Total number of PIs
Green	PIs for which the set target was achieved or exceeded	10
Amber	PIs within the tolerance of -10% of the set target	3
Red	PIs that are below the tolerance of -10% of the set target	1
N/A	Not applicable (linked to educational year finishing July 2016)	3

10. The only full year target rated red is that relating to the use of the Golden Lane leisure centre. The target measuring the effectiveness of reablement (rehabilitation) support to older people discharged from hospital (1.3) was rated amber, but at 88 per cent was just below the 90 per cent target. The target for smoking cessation was amber for the full year performance, as was the performance indicator for the number of rough sleepers met by outreach services, which was 3 per cent higher than the target but lower than the previous year.

Progress Against Improvement Actions

Strategic Aim 1: Safeguarding and early help

11. A new Service Improvement Board (SIB) is now operational and has a work plan for 2016-17 in place. All improvement plans for Children’s Social Care are now monitored by the SIB.
12. A multi-agency briefing event took place in February to strengthen the understanding of the City’s Thresholds of Need guidance. The event was well attended with positive feedback from those attending.
13. Common Assessment Framework (CAF) completions by partners during Q4 have increased. A new practical CAF workshop was developed and delivered for

the first time in March and received positive feedback from the 15 partners who attended. Additional support on completing CAFs is being offered as a follow-up to the training.

Strategic Aim 2: Health and wellbeing

14. The service 'Square Mile Health' was officially launched during Q4.
15. The workplace health and wellbeing programme (Business Healthy) increased its membership to 402 members. It is widening its channels of delivery to offer webinars to members who are unable to attend events.

Strategic Aim 3: Education and employability

16. Staff training on using web analytics has taken place to help develop the service's understanding of its online audience. Improvements identified as an outcome of the training will enable more accurate reporting.
17. Special Educational Needs and Disability (SEND) and Safeguarding audits of Early Years' settings have been completed and the Early Years' advisory teaching programme is in place.
18. The Multi-Academy Trust submitted applications to open two new schools and sponsor two existing schools as part of Wave 11 of the Free Schools Application process.
19. Further work has been done to remodel the apprenticeship programme. Plans are in place to launch a level 4 procurement apprenticeship framework at the start of 2016-17.

Strategic Aim 4: Homes and communities

20. The Asset Management Strategy is in place and progress continues to be reported to the Housing Programme Board. An independent review is being commissioned to help us develop a robust financial strategy to support effective asset management.
21. During Q4 there were 62 new rough sleepers on the City's streets. A total of 76 per cent were seen once, 21 per cent had a second night out and two rough sleepers joined the living on the street population.
22. To deliver stronger and more supportive communities, the Neighbourhood Network was relaunched. This is resident led and will be tailored to meet the needs on estates.

23. Initiatives to tackle illegal occupation and subletting have led to a 50 per cent increase in cases where fraud has been identified.
24. Some 58 new Time Credit volunteers have signed up during Q4. The target set for the year was 160 and the yearly total achieved is 183. A total of 42 per cent of those signed up are new to volunteering (the target for the year was 30 per cent) and 2,258 hours of time have been given this quarter.

Strategic Aim 5: Efficiency and effectiveness

25. Committee approval has been obtained and work is now under way to implement agreed options to achieve income generation from the Barbican car park.
26. A review of communications across DCCS has commenced. As part of the review, a new DCCS Communications and Engagement Working Group has been established to ensure co-ordination and effectiveness of departmental communications activities.
27. The DCCS Workforce Champions Group continues to meet with identified priorities around the growth of the apprenticeship programme and senior leadership succession planning.
28. Social media is being incorporated into communications and engagement plans to raise awareness and reach wider audiences.

Other significant achievements

29. To help us identify what we do well and where we need to improve, we have invited an external reviewer to assess our progress and improvement journey for safeguarding and early help (using Ofsted framework). The review took place from 9-18 May.
30. The Homelessness Team has completed the next stage on the journey to achieve the national Gold Standard for advice and homelessness services. The service is now classified as a Bronze Standard authority. The next step will be to achieve Silver Standard.
31. Following our recent applications to the Department for Education to open a further four academies over the next few years, we were invited to an interview on 13 May. We anticipate finding out whether our applications are successful early in the summer.
32. As part of our work to support a pilot aimed at reducing suicides from London Bridge, we have produced a leaflet to give City workers guidance on how to approach and speak to someone who they think may be intending to commit suicide on a bridge. The City of London Police has helped to distribute the leaflets.

Departmental Strategic Risk Register

33. The Risk Management Framework of the City of London Corporation requires each Chief Officer to report regularly to their committee on the key risks faced in their department. The latest report on risk is attached in Appendix 2.
34. The Audit and Risk Management Committee has requested that corporate and departmental risks should be reported on a quarterly basis with update reports on all red-rated risks at intervening committee meetings. Two new risks have been added since the last report:
- Pupil funding – the introduction of new pupil funding formulae may reduce levels of funding in 2017-18
 - Failure to deliver the City of London Academy Expansion Programme – this is a project to increase the number of academies sponsored by the City of London.

Complaints

35. The Q4 complaints report is attached at Appendix 3. In Q4, 30 complaints were received regarding our directly delivered services. Three were upheld or partially upheld. Two complaints, relating to a single Children's Social Care case, were not responded to within the Stage 1 response target due to relevant staff not being available during the target response period. Our commissioned services received five complaints, all of which were upheld. An analysis of the complaints received did not identify any underlying trends.

Financial and Risk Implications

36. A budget monitoring statement for Q4 is attached at Appendix 4.
37. As at Q4, the local risk outturn is expected to be within the Director's budget with an underspend of approximately £145k. Since the last report the changes in underspend have resulted from lower car park income, costs incurred for inspections and four new asylum seekers.
38. Emerging budget pressures are discussed regularly and budgets realigned as required.

Data Protection and Data Quality

39. The Department fully endorses and adheres to the principles of data protection as set out in the Data Protection Act 1998. All data detailed in this report is verifiable and complies with the Corporate Data Quality Policy and Protocol.

Consultation

40. The Chamberlain and Town Clerk have been consulted and their comments are incorporated within this report.

Conclusion

41. Members are asked to receive this quarterly update to the Business Plan for the DCCS and to note the appendices and good progress made for Q4.

Appendices

- Appendix 1: Department of Community and Children's Services Business Plan 2015-17 Key Performance Indicators – Quarter 4 Update
- Appendix 2: Department of Community and Children's Services Risk Register – Quarter 4, 2015-16
- Appendix 3: **Complaints Report, Total Complaints and Compliments Received – Quarter 4, 2015-16**
- **Appendix 4: Department of Community and Children's Services 2015-16 outturn budget**

Background Paper

DCCS Business Plan 2015-17

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Appendix 1: Department of Community and Children's Services Business Plan 2015-17 Key Performance Indicators – Quarter 4 Update

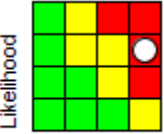
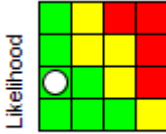

	PIs that are below the tolerance of -10% of the set target
	PIs within the tolerance of -10% of the set target
	PIs that achieved or exceeded the set target

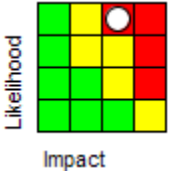
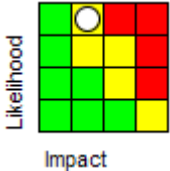

	KPI Ref	Description	Freq.	2014-15 Perf	2015-16 Target	Q1 Perf	Q2 Perf	RAG (Q2)	Q3 Perf	Q4 Perf	RAG (Q4)	2015-16 Perf	RAG (15/16)
Priority 1	1.1	Percentage of referrals to Children's Social Care which led to a formal assessment	Quarterly	48% (20) was the target	70% (22)	88% (21)	86% (6)	G	86% (12)	100% (12)		89% (51)	
	1.2	Number of Common Assessment Framework assessments (CAFs) completed by Early Help	Quarterly	15 (including CAF updates)	16	4	4	G	5	4		17 (including CAF updates)	
	1.3	Proportion of older people (65 and over) still at home 91 days after discharge from hospital into reablement/rehabilitation services	Quarterly	95%	90%	80%	83%	A	79%	88%		88%	
	1.4	Number of carer assessments completed	Quarterly	58	55	10	10	A	9	25	-	54	
Priority 2	2.1	Percentage of people engaging in City smoking cessation programmes who quit smoking	Quarterly	44.80%	50%	50%	48%	G	42%	44%		46%	
	2.2	Number of take-ups of NHS health checks	Quarterly	261	260	59	55	A	58	88		260	
	2.3	Percentage (Number) of participants in the exercise on referral programme still active six months after their initial assessment	Quarterly	75% (25)	70%	83% (5/6)	67% (8/12)	G	75% (6/8)	70% (7/10)		72% (26/36)	

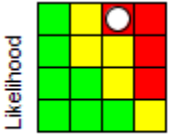
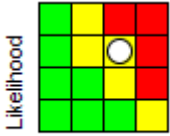
	KPI Ref	Description	Freq.	2014-15 Perf	2015-16 Target	Q1 Perf	Q2 Perf	RAG (Q2)	Q3 Perf	Q4 Perf	RAG (Q4)	2015-16 Perf	RAG (15/16)					
	2.4	Usage of the Golden Lane Sport and Fitness Centre (Members and Non-Members)	Quarterly	131,912	135,870	37,457	69,969	G	92,140	116,568		116,568						
	2.5	Number of new volunteers signed up to the time credits scheme	Quarterly	335 (total 638)	160	74	22 (96 cumulative total)	G	29 (125)	58 (183)		183						
	2.6	Percentage of volunteers completely new to volunteering	Quarterly	54.60%	30%	42%	43%	G	44%	42%		43%						
Priority 3	3.1	Sufficiency of school places	Annual	P	2015 applications Inner London % - Primary for Q1	Primary (Sept 2015 entry)				Secondary (Sept 2016 entry)								
		S																
		Percentage of school offers meeting:																
		first choice		85% 63%										80.0%	78%			72.73%
		second choice		3% 25%										8.5%	16%			13.64%
		third choice		3% 0%										3.5%	3%			4.55%
	other choice	9% 12%	2%	3%			9.10%											
3.2	Number of apprenticeship places secured	Quarterly	66	60	14 in Term 3 - 56 total in Academic Year 2014/15, against a target of 60	38 (Term 1 of Academic Year 2015/16)	G	Perf as per Q2 due to Academic Termly Reporting	Perf as per Q2 due to Academic Termly Reporting		Perf as per Q2 due to Academic Termly Reporting							

	KPI Ref	Description	Freq.	2014-15 Perf	2015-16 Target	Q1 Perf	Q2 Perf	RAG (Q2)	Q3 Perf	Q4 Perf	RAG (Q4)	2015-16 Perf	RAG (15/16)
	3.3	Number of enrolments on Adult Skills and Education courses	Quarterly	1,881	2,000	536 in Term 3 – 1,648 total in Academic Year 2014/15, against a target of 2,000	563 (Term 1 of Academic Year 2015/16)	G	Perf as per Q2 due to Academic Termly Reporting	Perf as per Q2 due to Academic Termly Reporting		Perf as per Q2 due to Academic Termly Reporting	
	3.4	Number of enrolments on Basic Skills courses	Quarterly	487	200	172 in Term 3 – 407 total for Academic Year 2014/15, against a target of 200	117 (Term 1 of Academic Year 2015/16)	G	Perf as per Q2 due to Academic Termly Reporting	Perf as per Q2 due to Academic Termly Reporting		Perf as per Q2 due to Academic Termly Reporting	
Priority 4	4.1	Percentage of routine repairs attended to within target (five working days)	Quarterly	98%	98%	99%	99%	G	99%	99%		99%	
	4.2	Number of rough sleeper outreach shifts per quarter	Quarterly	384	384 (annual target) 96 (quarterly target)	97	104	G	100	101		402	
	4.3	Total number of individual rough sleepers met by St Mungos Broadway	Quarterly	721	650 (annual target) Q1 – 162, Q2 – 162, Q3 – 163, Q4 – 163	173	157	G	177	164		671	

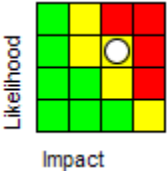
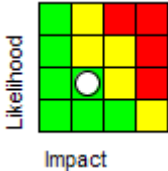

Appendix 2: Department of Community and Children's Services Risk Register – Quarter 4 update

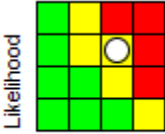
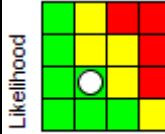
Risk No, Title, Creation Date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator
DCCS PE 002 Failure to deliver expansion of Sir John Cass's Foundation Primary School to two-form entry in September 2017 11-Jun-2015 Ade Adetosoye	Cause Expansion not delivered Event Building project not completed Effect Lack of first choice school places for City children	 Likelihood Impact	24	City of London representatives will be attending the Sir John Cass's Foundation Board meeting on 8 June to discuss this issue further. 19 May 2016	 Likelihood Impact	2	31-Aug-2017	 No change
Action No, Title	Description	Latest Note			Managed By	Latest Note Date	Due Date	
P 002 65	DCCS PE 002a Tripartite meetings	Tripartite meetings between the Sir John Cass's Foundation, Sir John Cass's Foundation School Board of Governors and the City of London have taken place but no further meetings have been scheduled.			Chris Pelham	23-May-2016	19-Apr-2017	
DCCS PE 002b	Discussions with Comptroller and City Solicitor and others regarding the expansion	Although agreement has now been reached to operate a bulge class in September 2016, the City Corporation is still seeking a permanent expansion to a two-form entry. The risk remains at RED as negotiations are continuing and the target date for the resolution to this risk has been amended to September 2017. Officers will be attending the Sir John Cass's Foundation Board meeting on 8 June to discuss this issue further. The risk rating will be reviewed in light of the outcome of the meeting.			Chris Pelham	23-May-2016	31-Aug-2016	


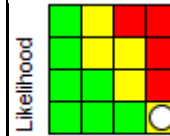

Risk No, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator
DCCS HS 002 Failure to carry out and review effective Fire Risk Assessments for more than 5,000 units of residential accommodation and a number of commercial units 14-Jan-2016 Paul Murtagh	Cause Fire Risk Assessments for managed properties not carried out effectively Event Fires do occur from time to time. Effective Assessments reduce the risk and identify any changes to procedures or maintenance regimes that need to be reviewed or introduced Effect Fires can lead to significant property damage and loss of life		16	Consultants have been appointed and work has commenced on the assessments. 02 Jun 2016		8	31-Mar-2017	 No change
Action No, Title	Description	Latest Note			Managed By	Latest Note Date	Due Date	
DCCS HS 002a Consultant to carry out new Fire Risk Assessments to all managed properties	Consultants will be employed to carry out risk assessments to all residential and commercial properties managed by the Department. To be appointed and schedule of works to be agreed by the end of March 2016.	Consultants have now been appointed and work has commenced. It is anticipated that the assessments will be completed by the end of September 2016.			Paul Murtagh	02-Jun-2016	30-Sep-2016	
DCCS HS 002b Training to be provided to Housing staff to carry out and review effective Fire Risk Assessments	Training provider for Fire Risk Assessments to be identified. Appropriate staff will be nominated to attend.	Training for staff to be provided. The training will be developed during the assessment period and will incorporate feedback from the project.			Paul Murtagh	02-Jun-2016	31-Dec-2016	

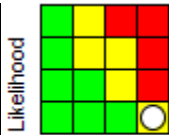
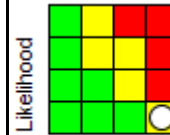
Risk No, Title, Creation Date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator
DCCS HS 003 Lone Working 14-Jan-2016 Paul Murtagh	Cause Staff working on their own in isolated locations or visiting residents or clients' homes Event Staff suffer verbal abuse, physical attack or are an accident victim Effect Harm or serious injury to staff		16	Development and implementation of a DCCS Lone Working Policy has commenced. 21 Apr 2016		12	31-Mar-2017	↔ No change
Action No, Title	Description	Latest Note				Managed By	Latest Note Date	Due Date
DCCS HS 003a Skyguard review	A review of the current Lone Worker protection device is in progress. Some staff report connectivity problems. At the finish of the review a decision will be taken to continue or to investigate a different solution.	It is likely that a smartphone / tablet app will replace the Skyguard system and this is being assessed at the moment. Presentations to staff on the APP will take place by the end of April. If the APP proposal is agreed by the Departmental Leadership Team it may be implemented by the end of July 2016.				Paul Murtagh	18-Apr-2016	31-Jul-2016
DCCS HS 003b Lone Working Procedures	Not all staff are working in compliance with the departmental Lone Working Procedures. These procedures will be reviewed to check why they are not being implemented by all staff and revised if appropriate. Compliance with new procedures will be monitored by managers and the quarterly Health and Safety Committee. It is anticipated that monitoring information will be available from Skyguard or the replacement system.	A test of the proposed app as an option to replace Skyguard has been scheduled for June.				Paul Murtagh	02-Jun-2016	30-Sep-2016

Risk No, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator
DCCS PE 004 Pupil funding - introduction of new formulae may reduce levels of funding from 2017/18 22-Mar-2016	<p>Cause Change in government policy</p> <p>Event Introduction of new national pupil funding formulae may lead to up to 50 per cent reduction in pupil funding for Sir John Cass's Foundation Primary School</p> <p>Effect Potential financial viability issues for the school</p>	<p>Likelihood</p>	16	The response to the government on the new pupil funding formulae has been drafted. 18 Apr 2016	<p>Likelihood</p>	8	31-Mar-2017	↔ No change
Action No, Title	Description	Latest Note				Managed By	Latest Note Date	Due Date
DCCS PE 004a Brief Members of the Committee and Sir John Cass's Foundation	Members of the Community and Children's Services Committee and the Sir John Cass's Foundation will be briefed on the possible impact of the new funding formulae and the proposed response to the consultation by the end of March 2016.	The City of London response to the new national funding formulae has been drafted. Members of the Community and Children's Services Committee and the Sir John Cass's Foundation have been briefed. Discussions will continue when the results of the Financial Modelling Exercise are available at the end of July 2016.				Chris Pelham	02-Jun-2016	30-Sep-2016
DCCS PE 004b Financial Modelling Exercise	A Financial Modelling Exercise will be undertaken regarding the Sir John Cass's Foundation finances.	A Financial Modelling Exercise will be undertaken into Sir John Cass's Foundation Primary School finances. It is anticipated that this will be completed by 31 July 2016 and will provide a framework to plan mitigation in respect of the possible reduction in funding.				Chris Pelham	02-Jun-2016	31-Jul-2016

Risk No, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator
DCCS 002 Failure to deliver City of London Academy Expansion Programme 31-May-2016 Ade Adetosoye	Cause Expansion Programme not delivered Event Building projects not completed Effect Need to secure temporary accommodation/alternative school place provision leading to increased pressure on school budgets and reputational damage		12	A project to increase the number of academies sponsored by the City of London has commenced. 01 Jun 2016		4	01-Sep-2019	 No change
Action No, Title	Description	Latest Note				Managed By	Latest Note Date	Due Date
DCCS 002a Programme Board	A Programme Board has been established to oversee the work of Project Boards and take high-level decisions.	The Programme Board is due to meet by mid-August to sign off the design for the Galleywall Academy permanent build works.				Gerald Mehrtens	02-Jun-2016	01-Sep-2019
DCCS 002b Project Boards	Project Boards for the two schools in pre-opening phase and for four applications to sponsor schools have been established and meet monthly.	A number of critical decisions need to be taken over the coming months, including: outcome of the four applications, heads of terms, funding agreements, land transfers, designs, planning applications and communications. These will be monitored by Project Boards with key risks highlighted in reports and, where appropriate, escalated to the Programme Board.				Gerald Mehrtens	02-Jun-2016	30-Sep-2017



Risk No, Title, Creation Date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator	
DCCS CP 002 City of London Community Education Centre – site redevelopment 22-Jan-2016 Ade Adetosoye; Neal Hounsell	Cause Redevelopment of the site occupied by the City of London Community Education Centre Event Adult and Community Learning Service has to vacate the site Impact Unless new premises are found adult and community learning delivery may be curtailed	 Likelihood	12	A consultant is being appointed to assist officers in identifying options, benefits and costs of proceeding with the redevelopment of the Golden Lane Community Centre. A report will be presented to the July 2016 committee. 02 Jun 2016	 Likelihood	4	31-Jan-2017	↓ Decreased Risk Score	
Action No, Title	Description	Latest Note				Managed By	Latest Note Date	Due Date	
DCCS CP 002a	The identification of new premises and relocation of the service	The site of the City of London Community Education Centre (COLCEC) on Golden Lane will be redeveloped. New premises for the delivery of community learning will need to be identified. At their December 2015 meeting members rejected a report proposing the Golden Lane Community Centre as a potential new location.				A report was presented to the Community and Children's Services Committee in April 2016 which agreed that the Golden Lane Community Centre and the Guildhall/City Business Library are the best initial locations for the relocation of the Adult Skills and Education Services. A report will be presented to the July 2016 committee setting out detailed plans and options for the mix of services that can be accommodated.	Neal Hounsell	02-Jun-2016	31-Jan-2017

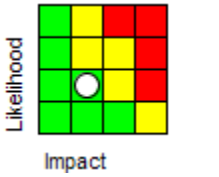
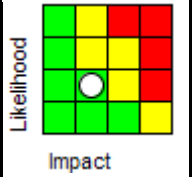
Risk No, Title, Creation Date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator
CR17 Safeguarding 22-Sep-2014 Ade Adetosoye	Cause Not providing appropriate training to staff, not providing effective management and supervision, poor case management Event Failure to deliver actions under the City of London's safeguarding policy. Social workers and other staff not taking appropriate action if notified of a safeguarding issue Effect Physical or mental harm suffered by a child or adult at risk, damage to the City of London's reputation, possible legal action, investigation by CQC and/or Ofsted	 Likelihood	8	Work is still ongoing to raise awareness of safeguarding, and the quarterly meetings of the Safeguarding Champions continue. 18 Apr 2016	 Likelihood	8	31-Mar-2017	 No change
Action No, Title	Description	Latest Note			Managed By	Latest Note Date	Due Date	
P CR17b Work with staff to develop training and programmes to support staff	Develop children safeguarding e-learning modules and enable staff to access advice and assistance.	The majority of staff have undertaken the e-learning modules. Outstanding training will be completed by the end of December to include new staff who have joined the Department. This training has been added to the list of mandatory training for DCCS staff.			Chris Pelham	25-Nov-2015	31-Dec-2015	
CR17k Review role of Safeguarding Champions	The role of Safeguarding Champions to be reviewed and to consider if domestic violence can be added to the role.	The City of London Domestic Abuse Co-ordinator now attends the Safeguarding Champions group. An update on the effectiveness of the Safeguarding Champions has been provided to the Director of Open Spaces.			Chris Pelham	23-May-2016	30-Jun-2016	
CR17l Online Adult Safeguarding training	Online basic Adult Safeguarding training will be mandatory for DCCS staff.	Online basic Adult Safeguarding training will be mandatory for DCCS staff. A suitable product will be identified and will be added to the online learning resource.			Chris Pelham	18-Apr-2016	31-Dec-2016	
CR17m Raise awareness of financial abuse and scams	The Adult Social Care Team will be working with the City of London Police to raise the profile of financial abuse and scams.	Actions will be identified to raise the profile of financial abuse and scams and the risks presented especially to older people living in the Square Mile.			Chris Pelham	23-May-2016	31-Mar-2017	

Risk No, Title, Creation Date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator
DCCS 001 Departmental emergency response 22-Jan-2016 Neal Hounsell	Cause Residents and/or City workers being unsupported in a major emergency Event A major emergency being declared Effect Evacuated residents or City workers have nowhere to go following an incident, adverse media coverage	 Likelihood	8	Meetings of the Humanitarian Assistance Working Group continue. Financial arrangements in a major incident are being reviewed and will be reflected in the revised Humanitarian Assistance Plan. A live exercise to test arrangements for setting up a rest centre is planned for October 2016. Learning from the exercise will be reflected in plans. 23 May 2016	 Likelihood	8	31-Mar-2017	↔ No change
		Impact			Impact			

Action No, Title	Description	Latest Note	Managed By	Latest Note Date	Due Date
DCCS 001a Humanitarian Assistance Working Group (HAWG)	The HAWG has representation from DCCS, other departments including Town Clerks and City of London Police. The group meets quarterly. The terms of reference for the HAWG were discussed at the July meeting and will be agreed at the September 2015 meeting.	A meeting of the HAWG took place on 8 March 2016 and was attended by a representative of the Chamberlain's Department. A review of contingency cash and cash welfare payments was agreed and an exercise to test the Department's Humanitarian Assistance Plan will take place in October 2016.	Sharon McLaughlin	23-May-2016	28-Mar-2017
DCCS 001c Revised Humanitarian Assistance Plan	New Humanitarian Assistance Plan to be drawn up to cover all existing plans including a rest centre, a family and friends centre and community assistance centres.	A draft was discussed at the March working group. The new draft is to include changes agreed at the meeting regarding the emergency store and to reflect changes to the financial arrangements which are under discussion. The new draft is to be discussed at the June meeting.		19-Apr-2016	30-Jun-2016
DCCS 001d Review of financial arrangements in a major incident including contingency cash and cash welfare payments	Financial arrangements are being revised to reflect current financial arrangements, City Procurement regulations and use of purchasing cards.	A meeting took place on 21 March with representatives of the Chamberlain's Department to review existing arrangements and identify where the procedures should be updated. A list of actions has been identified and a further meeting will take place in June 2016.	Sharon McLaughlin	23-May-2016	31-Jul-2016
DCCS 001e Setting	A live exercise to test a series of elements	An exercise to test the emergency response of the Department in setting up a rest	Sharon	23-May-	30-Nov-

up a rest centre – live exercise	including notification, communications and delivery of a rest centre will take place in October 2016.	centre will take place in October 2016. A list of elements to be tested has been drawn up. Planning meetings are taking place and the Red Cross will attend.	McLaughlin	2016	2016
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Risk No, Title, Creation Date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and Date of Update	Target Risk Rating & Score		Target Date	Current Risk Score Change Indicator
DCCS PE 003 Early Help – Referrals and completion of Common Assessment Frameworks (CAFs) 26-Jan-2016	Cause Obstacles in place which reduce referrals to the Early Help Service Event Reluctance of partners to refer to Early Help and initiate CAFs Effect Low compliance with agreed Early Help Procedures	 Likelihood	6	The workshop for partners was delivered. Another workshop will be delivered later in the year. 02 Jun 2016	 Likelihood	4		↓ Decreased Risk Score
Action No, Title	Description	Latest Note			Managed By	Latest Note Date	Due Date	
DCCS PE 003a Consult partners regarding low compliance with Early Help Procedures to address low compliance	Consult Partners – workshop is to be held with multi-agency partners on 3 February.	The workshop was delivered and useful feedback was received. Another workshop with partners will be delivered later in the year.			Chris Pelham	02-Jun-2016	30-Sep-2016	
DCCS PE 003b Develop simple distance travelled tool	The aim of the tool is to provide clear and easily accessible evidence that demonstrates the difference Early Help services have made to children, young people and their families.	Work is continuing on the development of this tool.			Chris Pelham	02-Jun-2016	30-Jun-2016	

Risk No, Title, Creation Date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score	Risk Update and Date of Update	Target Risk Rating & Score	Target Date	Current Risk Score Change Indicator
DCCS HS 001 Health and Safety procedures 13-Nov-2014 Paul Murtagh	Cause Failure to meet Health and Safety regulations and City of London procedures within the Department and on the properties and estates managed by the Housing Division Event Accident or fire in property or estates managed by DCCS leading to harm/injury to staff member, resident or visitor Effect Injury to person/s on property or estates managed by DCCS, possible adverse media coverage, external investigation into incident and potential claims for compensation	 Likelihood Impact 4	Quarterly Health and Safety meetings continue and keep the action plan to address Top X and other issues under review. 02 Jun 2016	 Likelihood Impact 4	31-Mar-2017	↔ No change

Action No, Title	Description	Latest Note	Managed By	Latest Note Date	Due Date
DCCS HS 001c Implement agreed work plan addressing Top X and other risks	A work plan for Health and Safety Officer has been agreed and will be reviewed at quarterly departmental Health and Safety meetings.	Quarterly Health and Safety meetings with representation across the divisions are being held. Progress against the work plan is monitored and Top X risks are reviewed.	Paul Murtagh	02-Jun-2016	31-Mar-2017

Appendix 3: Complaints Report, Total Complaints and Compliments Received – Quarter 4, 2015/16

Division	2012/13	2013/14	2014/15	Q1	Q2	Q3	Q4	2015/16 Total
Adult Social Care	1	0	3	1	2	0	0	3
No. of complaints upheld	0	0	1 upheld	0	0	N/A	N/A	0
Family and Young People's Services (Children's Social Care)	0 (3)	0 (3)	5	0	0	0	2	2
No. of complaints upheld	2 partially upheld	2 upheld	2 upheld	N/A	N/A	N/A	Not upheld	N/A
Housing	41	17	34	4	6	5	20	35
No. of complaints upheld	24 upheld, 1 partially upheld	6 upheld	5 upheld 2 partially upheld	1 upheld, 3 partially upheld	0	5	1 upheld, 1 partially upheld	11
Property				N/A	2	4	8	14
No. of complaints upheld				N/A	2 upheld	3 upheld, 1 partially upheld	1 partially upheld	5 upheld, 2 partially upheld
Commissioned Services, e.g. Golden Lane Sport and Fitness, City Advice, Telecare	16	51	54	22	17	8	5	52
No. of complaints upheld	15 upheld	37 upheld	39 upheld	20	12	7	5	44

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Response Times at Stage 1: Family and Young People's Services and Housing – 10-day target; Adult Social Care – 3-day target

Division	2012/13	2013/14	2014/15	Q1	Q2	Q3	Q4	2015/16 Total
Adult Social Care	N/A	N/A	100%	100%	50%	N/A	N/A	75%
Family and Young People's Services (Children's Social Care)	66%	100%	75%	N/A	N/A	N/A	0	0%
Housing	100%	100%	100%	100%	100%	100%	100%	100%
Property				N/A	100%	50%	100%	75%

Appendix 4: Department of Community & Children's Services 2015-16 outturn budget

	2015/16 LAB budget	Actuals	% spent (should be approx. 100%)	Variance £000	Notes
<u>LOCAL RISK</u>					
Housing Services					
Housing S&M Account	123	127	103	20	
Disabled Access, Enabling Activities, Spitalfields, General Housing Advice, other Housing Services	-30	-44	145	-175	
Supporting People	651	621	95	556	
Service Strategy	4	3	83	-79	
Housing Benefit	150	5	3	145	
Total Housing	898	713	79	185	1
Barbican Residential (NON SERVICE CHARGE)	-2,148	-2,018	94	-130	2
People Services					
Older People Services	1,205	1,217	101	-12	
Adult Social Care	2,239	2,220	99	19	
Occupational Therapy	132	113	86	19	
Adult Services strategy	6	6	103	-0	
Supervision and Management	156	150	96	6	
Homelessness	617	635	103	-18	
Children's Social Care	1,315	1,339	102	-24	
Early Years & Childcare	867	884	102	-17	
Other Schools-related activity	152	152	100	0	
Drug Action Team	86	86	100	0	
TOTAL LOCAL RISK	6,775	6,802	100	-27	3
Partnerships					
Commissioning	725	715	98	13	
Public Health	-123	-123	100	-0	
Sports Development	-61	-93	153	32	
Adult Community Learning	66	73	110	-7	
Youth Service	205	190	93	15	
Strategy and Performance	1,165	1,101	95	64	
TOTAL PARTNERSHIPS	1,977	1,863	94	118	4
TOTAL LOCAL RISK	7,502	7,356	98	145	

	2015/16 LAB budget	Actuals	% spent (should be approx. 100%)	Variance £000	Notes
<u>CENTRAL RISK</u>					
Commissioning	-111	-78	71	-33	
Children's Social Care	0	0	0	0	
Early Years & Childcare	265	274	103	-9	
Other Schools-related activity	-287	-271	95	-16	
Asylum Seekers	285	381	134	-96	5
Delegated Budget	-20	-20	99	-0	
Housing Benefit	67	79	118	-12	
Barbican Res	-225	-234	104	9	
TOTAL CENTRAL RISK	-26	130	-498	-156	

Notes:

- 1) Underspend is due to vacant posts which were not filled during the year along with additional income due to the clawback of housing benefit overpayments in previous years.
- 2) Lower car park income than anticipated and large bad debt provision resulting in a net overspend on Barbican Res non service charge. Additionally there was a minor overspend around children's inspection. None of these were factored into the base budget but have been partly offset by savings found elsewhere with the people's directorate.
- 3) Minor overspend due to the cost of the children's inspection which were not factored into the base budget. This has been partly offset by savings found elsewhere with the people's directorate.
- 4) Vacant posts not filled until late in the year resulting in an underspend along with minor variances in a number of areas.
- 5) During the year there were four new asylum seekers, which were not provided for in the budget.

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Committee(s)	Dated:
Community and Children's Services – For Information	8 July 2016
Subject: Revenue Outturn 2015/16 – Community and Children's Services Committee (City Fund)	Public
Report of: The Chamberlain and the Director of Community and Children's Services	For Information
Report author: Louise Said, Chamberlain's Department	

Summary

This report compares the 2015/16 revenue outturn for the non-Housing Revenue Account (HRA) services overseen by your Committee with the final agreed budget for the year. The Director of Community and Children's Services local risk budget was underspent by £276,000 with an overspend on all risks of £48,000. This is summarised in the table below.

Summary Comparison of 2015/16 Revenue Outturn with Final Agreed Budget – Community & Children's Services Committee			
	Final Agreed Budget £000	Revenue Outturn £000	Variations Increase/ (Reduction) £000
Local Risk	9,650	9,374	(276)
Central Risk	234	398	164
Surveyors R&M	54	47	(7)
Total all Risks	9,938	9,819	(119)
Recharges	1,813	1,980	167
Overall Totals	11,751	11,799	48

The Director of Community and Children's Services is proposing to carry forward £276,000 of his local risk underspend for identified purposes of this Committee. These proposals will be considered by the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub-Committee and, if agreed, will be added to the Director's budgets for 2016/17.

Recommendation

It is recommended that this revenue outturn report for 2015/16 is noted together with the Director of Community and Children's Services' proposal to carry forward £276,000 to 2016/17.

Main Report

Revenue Outturn for 2015/16

- Actual net expenditure for your Committee's services during 2015/16 totalled £11.799m. A summary comparison with the final agreed budget for the year of £11.751m is tabulated below. In the tables, figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure.

Comparison of 2015/16 Revenue Outturn with Final Agreed Budget					
	<i>Original Budget</i>	Final Agreed Budget	Revenue Outturn	Variations to Final Agreed Budget Increase / (Reduction)	Paragraph
	<i>£000</i>	£000	£000	£000	
Local Risk					
Supervision & Management	1,346	1,444	1,378	(66)	2
Partnerships & Commissioned Services	656	812	758	(54)	3
People's Services	6,415	6,619	6,652	33	4
Housing Services	709	775	586	(189)	5
Total Local Risk	9,126	9,650	9,374	(276)	
Central Risk	622	234	398	164	6
Surveyors R&M	157	54	47	(7)	
Recharges	1,506	1,813	1,980	167	7
Overall Totals	11,411	11,751	11,799	48	

- A reconciliation of original local risk budget to the final agreed local risk budget is provided in Appendix A. The original local risk budget of £9,126m was increased to £9,650m in the year mainly due to the agreed carry forward from prior year underspend (£254k) and the Child Social Care budget being transferred from central risk (£424k).

Reasons for significant variations

- The underspend of £66k on Supervision & Management relates largely to lower than anticipated spend on professional fees.
- On Partnerships & Commissioned Services, the £54k favourable variance was caused by unplanned income amounting to £15k received from libraries along with minor variances in other areas.

5. The adverse variance of £33k on People's Services was mainly due to a new high cost vulnerable client being assessed during the year. In addition costs were incurred in relation to the preparation for the Children's inspection which was not included in the base budget. These costs were partly offset by savings elsewhere within the People's Directorate.
6. The underspend of £189k on Housing Services is due in the main to vacant posts which were not filled until part way through the year saving £71k, along with lower than anticipated repairs & maintenance costs of £14k and lower grant payments to individuals of £25k. There was also a favourable variance on housing benefit of £48k. The remaining underspend comprises minor variances.
7. The central risk budget includes services to Asylum seekers, , concessionary fares and Special Educational Needs transport. The overspend of £164k is mainly attributable to Unaccompanied Asylum Seeking Children (UASC). During the year, 7 new UASC came through to the City of London resulting in an overspend when compared to the latest approved budget. The Asylum seekers budget is very volatile and a growth in client numbers can have a major effect on the outturn. The spend during 2016/17 will be closely monitored and if further pressures are identified, the Director will make a bid for additional Central Risk funding.
8. The table below shows a breakdown of the Capital and Support Services budgets and expenditure.

	<i>Original Budget</i>	Final Agreed Budget	Revenue Outturn	Variation Increase/ (Decrease)
	£000	£000	£000	£000
CAPITAL & SUPPORT SERVICES				
Capital Charges	361	370	344	(26)
Support Services, including Chamberlains, Comptrollers & Town Clerks	1,415	1,359	1,355	(4)
Surveyors Employee & IS Recharges	714	522	567	45
Guildhall Admin Buildings	214	200	197	(3)
Insurances, including premises & Liability	32	67	53	(14)
Recharges to Barbican	(25)	(24)	(36)	(12)
Recharges to HRA	(1,173)	(649)	(468)	181
Corporate & Democratic Core	(32)	(32)	(32)	0
TOTAL CAPITAL & SUPPORT SERVICES	1,506	1,813	1,980	167

The budgets for Community & Children's Services departmental support service costs were based on 2014/15 actual attributions whereas the final charges for

2015/16 reflect the most recent time and costs attributions resulting in a lower charge to HRA.

Recharges have a corresponding contra entry in their own accounts. Consequently these charges have no overall impact on net expenditure for the Corporation as a whole

Local Risk Budget Carry Forward to 2016/17

1. Chief Officers can request underspends of up to 10% or £500,000 (whichever is the lesser) of the final agreed local risk budget to be carried forward provided the underspending is not fortuitous and the resources are required for a planned purpose. Such requests are subject to the approval of the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resources Allocation Sub Committee.
2. The Director of Community and Children’s Services’ is able to request a total carry forward of £276,000 to 2016/17 for this Committee, in accordance with the budgetary arrangements for local risk resources.
3. The Director is proposing to allocate £276,000 of his carry forward to this Committee, on the following:

<ul style="list-style-type: none"> • People’s Services: Includes funding for the Social Isolation Programme following a study carried out by Goldsmiths and published in November 2015 which identified significant levels of loneliness & isolation amongst city residents. In addition resources are being sought to build capacity into the service to meet the demands of the Ofsted Single Inspection Framework, new Ofsted / CQC Special Education Needs Assessment Framework, new Ofsted lead Joint Targeted Inspection Framework and the Gold Standards Framework for 2016/17. 	£169,000
<ul style="list-style-type: none"> • Commissioning & Partnerships: Towards the cost of the Golden Lane Community Float at the 2016 Lord Mayors Show. 	£20,000
<ul style="list-style-type: none"> • Housing Services: includes funding for the Universal Credit Personal Support Programme along with funding for community projects. 	£87,000

4. These requests will be considered by the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub Committee and, if agreed, added to the budgets for 2016/17. All requests for carry forwards are currently being consolidated into a report to be submitted before the summer recess.

Appendices

- Appendix 1 – A reconciliation of 2015/16 original local risk budget to the final agreed local risk budget 2015/16.

Peter Kane

Chamberlain

Ade Adetosoye

**Director of Community &
Children's Services**

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Appendix 1

	£'000
Original Local Risk Budget 2015/16	9,126
Local risk carry forward from Director's underspend in 2014/15	254
Virement to libraries for delivery of children's reading services such as 'Story time'	(45)
Child Social Care: Transfer of budgets from central risk to local risk	424
Net other movements including contribution pay adjustment	(109)
Final Agreed Local Risk Budget	9,650

Committee(s)	Dated:
Community and Children's Services Committee	08 July 2016
Subject: Housing Revenue Account - Outturn 2015/16	Public
Report of: The Chamberlain and the Director of Community and Children's Services	For Information
Report author: Mark Jarvis, Head of Finance, Chamberlains	

Summary

1. This report compares the outturn for the Housing Revenue Account (HRA) in 2015/16 with the final agreed budget for the year.
 - The total net transfer to reserves for the year was £1.895m, whereas the final agreed budget assumed £0.577m, representing a reduced requirement of £1.318m. Revenue Reserves ended the year with a balance of £9.610m.
 - The Major Repairs Reserve ended the year with a balance of £6.226m, £0.845m less than expected, mainly due to the Avondale decent homes improvements program, progressing ahead of original schedule.

Table A - Summary Comparison of 2015/16 Outturn with Final Agreed Budget			
	Final Agreed Budget	Outturn	Variation (Underspend) / Overspend
	£000	£000	£000
HRA Revenue (see Table B)			
Expenditure	12,273	10,701	(1,572)
Income	(15,561)	(15,299)	262
Other	<u>2,711</u>	<u>2,703</u>	<u>(8)</u>
(Surplus) for year	(577)	(1,895)	(1,318)
Opening Reserves	<u>(7,268)</u>	<u>(7,715)</u>	<u>(447)</u>
Closing Reserves	<u>(7,845)</u>	<u>(9,610)</u>	<u>(1,765)</u>
Major Repairs Reserve (see Table C)			
Opening reserve	(7,048)	(7,048)	0
Movement in year	<u>(23)</u>	<u>822</u>	<u>845</u>
Closing Reserves	<u>(7,071)</u>	<u>(6,226)</u>	<u>845</u>

Recommendation(s)

2. It is recommended that this outturn report for 2015/16 is noted.

Main Report

Housing Revenue Account

3. The HRA is ringfenced by legislation which means that the account is financially self-supporting. Although the "Capital" Account is not ringfenced by law, the respective financial positions of the HRA and the City Fund has meant that capital expenditure is financed without placing a burden on the use of City Fund resources. All HRA related capital expenditure continues to be funded from the HRA, including the Major Repairs Reserve and certain capital receipts from sales of HRA assets, with homeowners making their appropriate contributions. In practice, therefore, the capital account is also ringfenced.

HRA Revenue Outturn for 2015/16

4. The HRA revenue outturn was a net revenue surplus of £1.895m, £1.318m higher than expected in the budget. Comparison of the 2015/16 Outturn with Latest Revenue Budget is shown in Table B below. Income and underspend are indicated by brackets.

Table B

Table B	Original Budget 2015/16 £000	Latest Budget 2015/16 £000	Revenue Outturn 2015/16 £000	Variation (Underspend) / Overspend 2015/16 £000	Paragraph Number
<u>Expenditure</u>					
Repairs, Maintenance & Improvements					
Breakdown and Emergency Repairs	1,987	1,988	2,207	219	
Contract Servicing	848	834	808	(26)	
Cyclical and Minor Improvements	5,944	2,202	486	(1,716)	
Technical Services and City Surveyor's Costs	762	762	903	141	
Total Repairs, Maintenance & Improvements	9,541	5,786	4,405	(1,381)	7
Supervision and Management	3,575	4,171	4,014	(157)	8
Specialised Support Services					
Central Heating	313	333	312	(21)	
Estate Lighting	243	243	245	2	
Caretaking and Cleaning	1,203	1,288	1,346	58	
Community Facilities	80	86	92	6	
Welfare Services	128	123	97	(26)	
Garden Maintenance	197	243	190	(53)	
Total Expenditure	15,280	12,273	10,701	(1,572)	
<u>Income</u>					
Rent					
Dwellings	(10,400)	(10,649)	(10,995)	(346)	6
Car Parking	(489)	(489)	(496)	(7)	
Baggage Stores	(113)	(113)	(129)	(16)	
Commercial	(1,173)	(1,173)	(1,082)	91	
Charges for Services & Facilities					
Community Facilities	(106)	(106)	(57)	49	
Service Charges	(3,787)	(3,024)	(2,505)	519	
Other	(7)	(7)	(35)	(28)	
Total Income	(16,075)	(15,561)	(15,299)	262	
Loan Charges – Interest	170	31	38	7	
Interest Receivable	(100)	(100)	(97)	3	
Net Operating Income	(725)	(3,357)	(4,657)	(1,300)	
Loan Charges – Principal	300	127	127	0	
Transfer to Major Repairs Reserve	5,682	2,653	2,635	(18)	
Surplus for Year transferred to General Reserve	5,257	(577)	(1,895)	(1,318)	
Opening Reserves	(7,268)	(7,268)	(7,715)	(447)	
Closing Reserves	(2,011)	(7,845)	(9,610)	(1,765)	

5. The main reason for the favourable variance on income was improved rent collection from residential and commercial properties following the implementation of a management initiative to tackle rent arrears.
6. Repairs, Maintenance and Improvements costs was significantly under budget overall, due to delays in programming projects (extended consultation, specification and tender processes). Overall increased expenditure on breakdown and emergency repairs was offset by underspending on cyclical and minor works expenditure and contract servicing.
7. Supervision and Management had a favourable variance by £157k. This was mainly due to a much lower than expected capitalisation of revenue salaries due to the significant slippage in the capital programme and a decrease in the provision for bad debts.
8. Service charge income was below the expected level as a direct result of lower than expected repairs and maintenance costs.
9. Comparison of 2015/16 Major Repairs Reserves Outturn with Agreed Budget is set out in Table C below.

Table C

Table C	Latest Budget	Revenue Outturn	Variation (Underspend)/ Overspend	Notes
	£000	£000	£000	
HRA Reserves				
Major Repairs Reserve				
Balance Brought Forward	(7,048)	(7,048)	0	
Transfer from HRA	(2,653)	(2,635)	18	Table B
Capital Expenditure	10,690	8,995	(1,695)	Annex A
Section 106 funding	(6,431)	(3,878)	2,553	
Capital Receipts applied	(1,317)	(1,166)	151	
Reimbursements from Homeowners	(312)	(494)	(182)	
Major Repairs Reserve Balance				
Carried Forward	(7,071)	(6,226)	845	

10. The net decrease of £0.845m in the balance on the Major Repairs Reserve was mainly attributable to the Avondale decent homes improvements program, progressing ahead of original schedule.
11. Members note the reasons for the underspend set out in the report above.

Appendices

- Annex A – CAPITAL PROJECTS

Dr P Kane

Ade Adetosoye

Chamberlain

Director of Community & Children's Services

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		Final Agreed Budget 2015/16 £000	Actual 2015/16 £000	Variance Overspend/ (Underspend) £000	Comments on variations exceeding £100,000
CAPITAL PROJECTS					
Responsible officer is the Director of Community and Children's Services					
Avondale Square Estate					
29100034	George Elliston & Eric Wilkins Houses - New Flats, Roofs & Windows	1,822	49	(1,773)	Programme delays - linked to redevelopment opportunities. Tenders due 03/06/16 Works carried out ahead of programme Party Wall issues, the Thames Water diversion and Osborne's buildability and labour problems have delayed the project by around 11.6 weeks and will result in a forecasted overspend of £81,884.
29100036	Decent Homes Upgrade works	926	2,092	1,166	
29100042	Redevelopment of the Community Centre	5,240	4,457	(783)	
29100053	Windows/Roofs/Decs	300	0	(300)	Programme delays.
29100065	40 Toy House Re-Purchase	246	246	0	
Dron House					
29100043	Conversion - New Flat	224	199	(25)	
Golden Lane Estate					
29100009	Kitchens & Bathrooms	0	(17)	(17)	Works ahead of the programme assumed for estimates. Overspend of some £0.5m anticipated due to more complex installation than anticipated. An issues report is under preparation.
29100010	Great Arthur House Windows & Cladding	127	1,092	965	
29100032	Door Entry	84	3	(81)	
29100049	Refurbishment of Lifts	0	2	2	
Holloway Estate					
29100033	Electrical Rewiring	220	0	(220)	Behind anticipated programme due to Section 20 post tender consultations. Confirmation of prices quoted by the contractor is awaited.
29100038	Decent Homes Upgrade Works	0	117	117	Works carried out ahead of the programme
29100047	Refurbishment Works to Door Entry Systems	49	56	7	
Middlesex Street Estate					
29100039	New Affordable Housing Units	0	(1)	(1)	Delay due to agreement of the specification and consultation.
29100060	Internal/External Refurbishment	328	0	(328)	
Southwark Estate					
29100019	Door Entry Sumner Buildings	104	0	(104)	Programme delays
29100020	Pakeman Door Entry	59	0	(59)	
29100058	Refurbishment of Lifts	0	73	73	Savings against estimated residual costs
29100027	Horace Jones House	216	93	(123)	
29100046	Door Entry Stopher House	78	0	(78)	
William Blake Estate					
29100037	Decent Homes Upgrade Works	0	289	289	Works commenced ahead of the programme
29100059	Refurbishment of Lifts	0	1	1	
York Way Estate					
29100048	York Way Estate Refurbishment Works to Door Entry Systems	45	17	(28)	
Decent Homes (various estates)					
29100030	Decent Homes: Kitchen & Bathroom Contingency	0	(1)	(1)	Programme delays. Procurement to commence in June 2016
29100035	CCTV	127	0	(127)	
29100044	Boiler Replacement Programme 2014/15	56	0	(56)	
29100051	Decent Homes Callbacks	317	228	(89)	Programme delays.
29100069	Adaptations, Redecoration, Condensation	122	0	(122)	
		622	227	(395)	
Total 2015/16		10,690	8,995	(1,695)	

Committee:	Date(s):
Community and Children's Services Committee	08/07/2016
Subject: Golden Lane Playground Refurbishment - Update on perimeter wall	Public
Report of: Director of Community and Children's Services	For Information
Summary	
<p>At the February 2016 Committee meeting, Members approved the Gateway4/5 report enabling the project to proceed. However, Members also raised queries in relation to the visibility of the playground from the podium area of the Golden Lane estate.</p> <p>Members tasked officers with investigating possible alterations to the perimeter wall that could help enhance the visibility of the playground.</p> <p>Officers have consulted City planners, Historic England, structural engineers and an independent safety play adviser to assess whether alterations to the wall would achieve enhanced visibility, and to identify design improvements that would contribute to further reduce opportunities for anti-social behaviour.</p> <p>The City planners' and Historic England's advice is that the perimeter wall makes a significant contribution to the special architectural and historic interest of the Grade II listed estate. The structural constraints and impact of significant alterations to the wall have also been carefully considered. However, some enhanced visibility can be achieved through design adjustments, such as further raising the proposed levels of the new playground and incorporating motion sensor lighting in key locations as a deterrent.</p> <p>Recommendation</p> <p>Members are asked to:</p> <ul style="list-style-type: none"> • Note the report. 	

Main Report

Background

1. At the meeting of the Community & Children's Services Committee in February 2016, Members raised queries regarding the visibility of the playground from the podium area of the Golden Lane estate and tasked officers with investigating further possible alterations to the perimeter wall that could help further mitigate opportunities for anti-social behaviour.

2. In fact, it was discovered after the meeting that the artist impression provided to Members did not give a full impression of the height of the wall. A more accurate visual was emailed to Members subsequently on 24th February 2016 (appendix 2), showing that the top of the wall was at adult chest height, rather than at child head height. Nevertheless, officers have carried out further investigations and made changes.

Investigations into further alterations to the perimeter wall

3. Historic environment

Officers have liaised with City Planners and Historic England who advised that the perimeter wall makes a significant contribution to the special architectural and historic interest of the Golden Lane estate (appendix 1 – Historic pictures 1 and 2 of the perimeter wall).

They also advised that the significant alterations to the original wall (2 openings) undertaken in 1979 (appendix 1 – historic picture 3) affected the architectural integrity not only of the playground but also of the wider podium area.

Therefore officers were advised that taking out large sections of the wall or removing it in its entirety would not be acceptable in listed building terms.

4. Structural considerations

Officers also liaised with structural engineers to assess the option of lowering the height of the wall. Given the known concrete decay in the vicinity of the site and the age of the retaining wall structure, they advised that significant alterations would affect the integrity of the wall and therefore recommended only to widen existing openings, which is already proposed.

5. Officers have, therefore, concluded that it is not possible or desirable to make any further changes to the wall itself.

Increased visibility

6. Instead of lowering the walls, officers have worked with the architect to review the levels of the playground in order to increase visibility where possible. It is now proposed to raise the central area slightly, whilst maintaining the link to the tunnel (which constrains the levels) in order to ensure gentle and accessible gradients.
7. The design has also been amended by raising the outer pathway. This has been done within the limits set by safety guidance on wall height by an independent play safety adviser – i.e. the wall shall not be lower than 0.8m to prevent children from climbing on it and falling on the other side. The revised levels are shown on the drawings, together with new wall heights, in appendix 3.

Further mitigation of opportunities for anti-social behaviour through design

8. From the outset, officers have developed the design to mitigate opportunities for anti-social behaviour, whilst delivering quality play value, improving accessibility and enhancing the historic character of the site. They have also strived to meet the wide ranging requirements of residents and other stakeholders. For example, the design of all features makes them comfortable only for small children, and not conducive to the gathering of older children or adults.
9. Officers have also now liaised with lighting engineers to incorporate PIR lighting (with controllable motion sensors). The lighting engineers advised on locations where they would be most efficient as deterrent. It should also be noted that the specifications of the lighting proposed will enable control over direction and monitoring of times to prevent lighting pollution in residential units around the playground. A project to improve lighting generally on the estate is being planned, and this will be an opportunity to further improve lighting around the playground.
10. The playground will be gated and locked in the evening and signs will be installed to state that it is for Under 5s only and that children should be supervised by adults at all times. Housing management will be increasing security patrols of the playground to make sure the area is not accessed out of hours.
11. The City of London Police planned CCTV project will introduce long range cameras on the estate. The proposed locations of the new cameras will cover the playground. These will act both as a deterrent and also as a means of identifying anyone accessing the playground when locked. A notice will warn people that the playground is covered by CCTV.

Conclusion

12. The design focuses on raising the levels which substantially enhances visibility and thus improves passive surveillance from neighbouring residential units. In addition to the measures outlined above, other schemes aforementioned (e.g. CCTV, estate lighting upgrade and Park Guards) will significantly help reduce further opportunities for anti-social behaviour.
13. The design, supported by the measures outlined above, will reduce opportunities for anti-social behaviour whilst meeting requirements of the Housing Division (client), residents and other project stakeholders.
14. Officers are confident that the appropriate alterations to the perimeter wall and levels have been made within structural constraints and in respect of the historic character of the site to achieve improved visibility as well as accessibility.
15. Once the works are completed in the autumn, Members will be invited to an opening event together with residents involved in its development and the wider Golden Lane estate community to celebrate bringing a much needed asset back into use.

Appendices

- Appendix 1 – Historic pictures of the perimeter wall
- Appendix 2 – Updated artist impression of the new Golden Lane playground design (circulated to Members of the Community and Children’s Services on 24th February 2016 by email)
- Appendix 3 – Updated drawings showing amended wall heights and levels

Background Papers:

Golden Lane Playground refurbishment – Gateway 4/5 report (submitted at February 2016 committee meeting)

Report author: Leila Ben Hassel, Project Manager, City Public Realm

Department of the Built Environment – on behalf of the Department of Community and Children’s Services.

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APPENDIX 1 – Historic pictures of the perimeter wall



1/ Golden Lane estate still in construction - circ. late 1950ies



2/ Perimeter wall in 1962

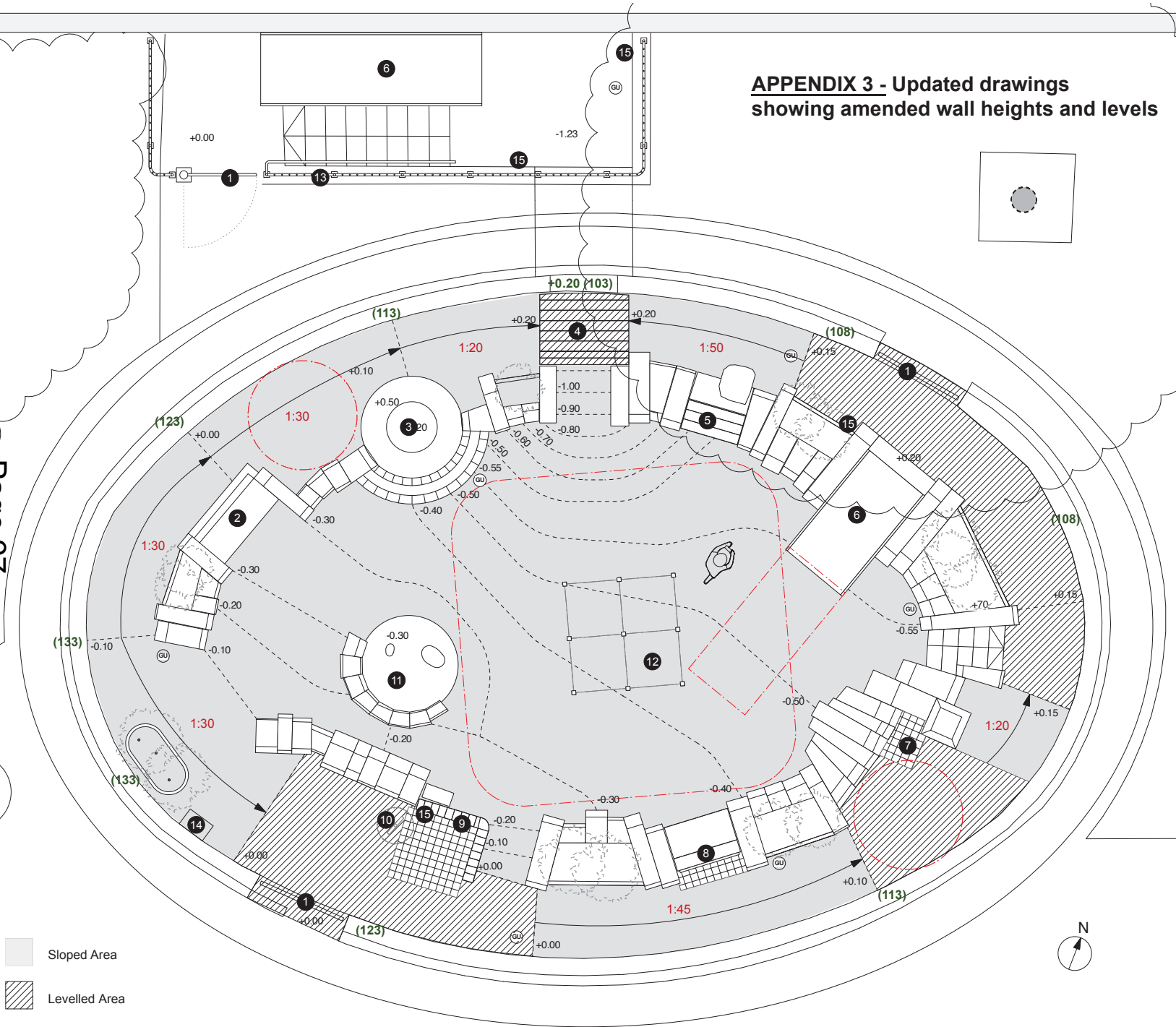


3/ Playground refurbishment undertaken in 1968, incl. significant alterations to the original wall (listed in 1997)

Appendix 2 – Updated artist impression of the new Golden Lane playground design



APPENDIX 3 - Updated drawings showing amended wall heights and levels



NOTES
 All dimensions and levels to be checked on site before commencing work. Any discrepancies shall be immediately notified to the architect in writing. Do not scale from this drawing, use figured dimensions only. If in doubt consult the architect.

- 1 new gate
- 2 bench with arm rest
- 3 children's circular seat
- 4 tunnel
- 5 stage
- 6 slide
- 7 hiding space
- 8 window frame
- 9 edge to buggy park
- 10 coat hanger
- 11 stone pool
- 12 bespoke climbing frame
- 13 new railings to stairwell
- 14 wall mounted litter bin
- 15 PIR lighting locations

- Gully
- Play Safety distances
- Gradient
- Inner wall height

FOR INFORMATION

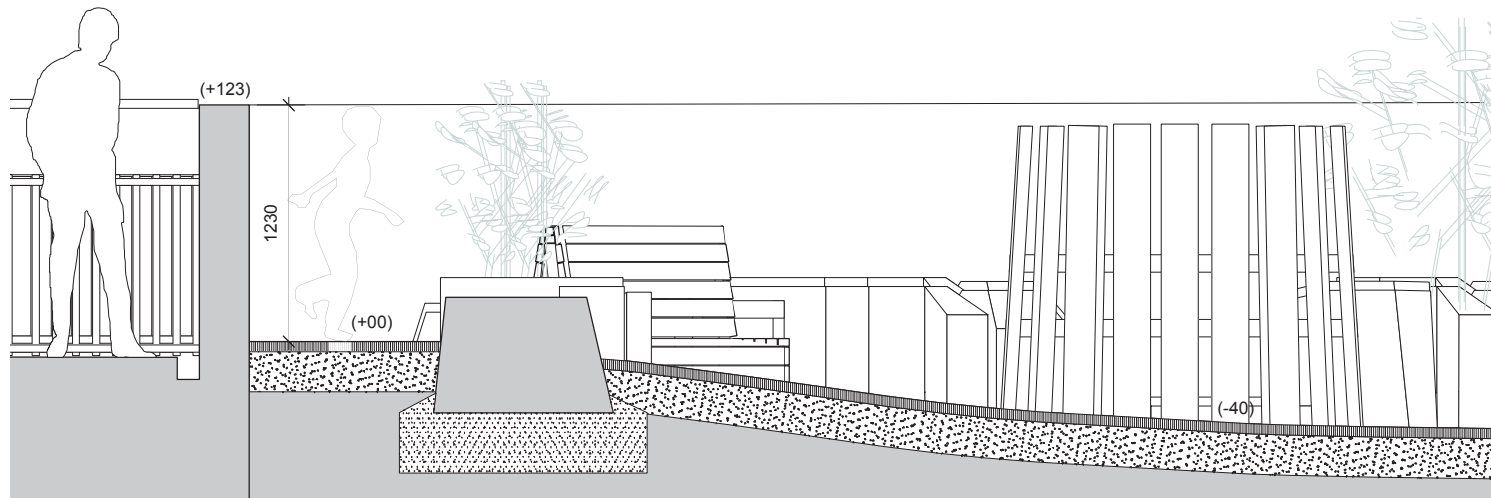
DRAWING TITLE		
Proposed Levels Plan		
DRAWING NUMBER	REVISION	
4.15-SK-001	-	
SCALE		
1:50 at A3		
CREATION DATE	DRAWN BY	CHECKED BY
27.05.16	AL	ML
PROJECT		
4.15 Golden Lane Playground		

CLIENT
 City of London Corporation
 Guildhall, PO Box 270
 London EC2P 2EJ

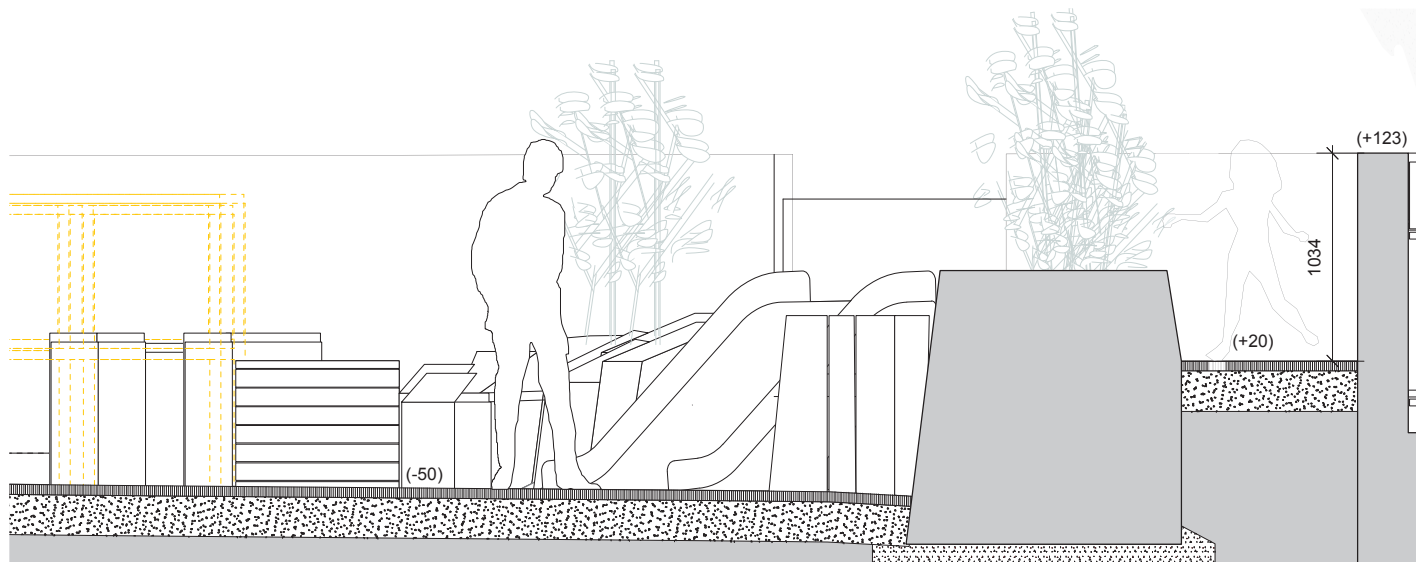
ARCHITECT
 muf architecture/art LLP
 72-74 Mare Street
 London E8 4RT
 Tel 020 8985 3038
 studio@muf.co.uk

Sloped Area
 Levelled Area





PROPOSED SECTION A1

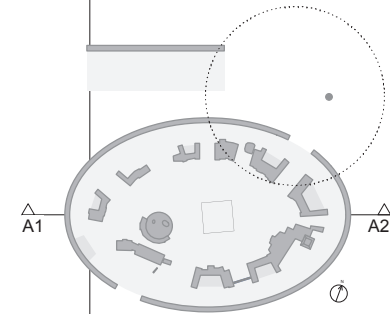


PROPOSED SECTION A2



NOTES

All dimensions and levels to be checked on site before commencing work. Any discrepancies shall be immediately notified to the architect in writing. Do not scale from this drawing, use figured dimensions only. If in doubt consult the architect.



FOR INFORMATION


DRAWING TITLE
Proposed Section (levels)

DRAWING NUMBER	REVISION
4.15-SK-004	*

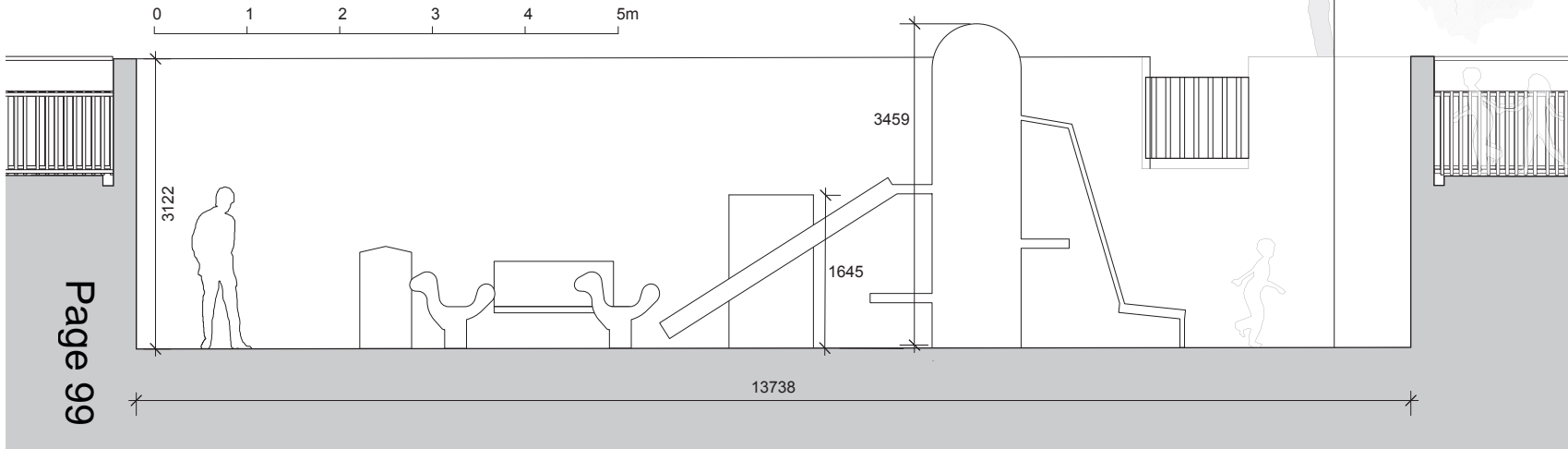
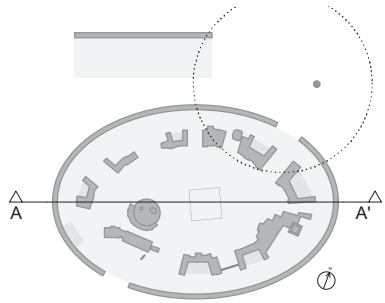
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27.05.16	AL	ML

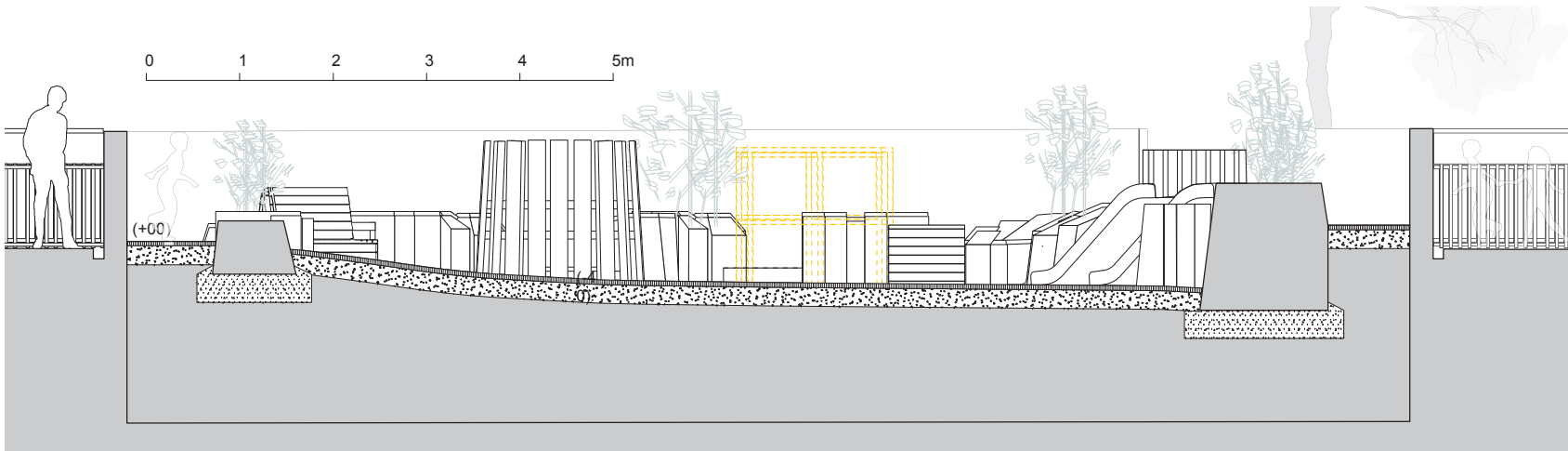
PROJECT
4.15 Golden Lane Playground

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EXISTING SECTION AA'



PROPOSED SECTION AA'

NOTES

All dimensions and levels to be checked on site before commencing work. Any discrepancies shall be immediately notified to the architect in writing. Do not scale from this drawing, use figured dimensions only. If in doubt consult the architect.

FOR INFORMATION

DRAWING TITLE

Level change

DRAWING NUMBER REVISION

4.15-SK-005 *

SCALE

1:50 at A3

CREATION DATE DRAWN BY CHECKED BY

27.05.16 AL ML

PROJECT

4.15 Golden Lane Playground

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Committees:	Dates:	Item no.
Community and Children's Services Committee Projects Sub Committee	08/07/2016 20/07/2016	
Subject: Concrete repairs to Cullum Welch House	Issue Report	Public
Report of: Director of Community & Children's Services		For Decision

Summary

Project status	Green
Project risk	Green – low
Programme status	Post Gateway 3, Pending project restructure
Timeline	Project restructure – July 2016 Complete investigative work – September 2016 Gateway 4 / detailed options appraisal – November 2016 Complete design work/specification – December 2016 Procurement – to spring 2017 Gateway 5 – spring 2017 Works start – summer 2017
Expenditure to date	Concrete testing and make safe – £9,980 Concrete corrosion consultancy fees – £7,800 Architectural fees – £36,150 Structural engineer fees – £18,125 Budget cost plan – £1,950 Total – £74,005
Current works estimate	£900,000-£1,800,000
Project budget total	£1,050,000-£2,050,000

Last gateway approved

Gateway 3 – Outline Options Appraisal: Concrete testing and repairs at Golden Lane and Middlesex Street Estates was approved by the DCCS Grand Committee on 11 July 2014 and the Projects Sub Committee on 22 July 2014.

Progress to date including resources expended

Concrete testing to the Golden Lane and Middlesex Street Estates is ongoing. Testing to the Grade II-listed Cullum Welch House (at a cost of £9,980) was carried out in advance of the main programme due to safety concerns about the condition of its externally exposed concrete. Testing results have been analysed by an independent concrete corrosion specialist (at a cost of £7,800) and remedial works have been specified detailing recommendations for a replacement or repair of the affected elements. An architect (at a cost of £10,750) was appointed to obtain the Listed Building Consent

required to commence these works; this was attained on 8 January 2015. This architect was subsequently re-appointed to finalise the design work as per the conditions specified within this consent (at a cost of £25,400). A waiver was granted for this appointment on 1 December 2015. In addition, a structural engineer has been appointed, via a compliant tender process, to ensure that the structural elements specified within the planning consent are met (at a cost of £18,125). A cost plan has also been produced to facilitate a realistic working estimate of possible project budgets depending on the potential scope of repairs (at a cost of £1,950). Total expenditure to date directly relating to concrete repair at Cullum Welch House is therefore £74,005, which is currently charged to the Housing Revenue Account (HRA).

Summary of issue

Due to the complexity of the remedial works required to repair the externally exposed concrete elements of Cullum Welch House and the ongoing significant design element involved, it is proposed to split these works off from the main Golden Lane and Middlesex Street concrete testing and repair project and run it as a stand-alone project. Specialist design works for Cullum Welch House would therefore be able to progress with expediency; these would be unhindered by the more prosaic concrete repairs anticipated for the other blocks which are covered by the wider project, and where testing remains ongoing ahead of a potentially lengthy specification and tender process.

Proposed way forward

Remedial works required for the north elevation and staircases of Cullum Welch House are known. Further investigative work is, however, recommended to determine if the concrete elements incorporating planters on the south elevations can be externally repaired or if they need to be replaced *in totalis*. Wholesale replacement of these elements would necessarily entail the temporary removal of windows and partition of residences while the works are carried out. Should window removal be required, it may be necessary – due to the age and condition of these units, particularly if they cannot be removed intact so as to make best use of scaffolding – to consider renewing them. The estimated total budget for these works therefore covers a broad range, pending the outcome of this investigative work. It is intended to return to Committee with a Gateway 4 paper once a realistic range of options for this work is known and appropriately costed. At this time, a repair of these elements is the preferred option.

Financial implications

1. Previous estimates

Description	Previous estimates for concrete repair only at Cullum Welch House as per Gateway 3 report – Concrete testing and repairs at Golden Lane and Middlesex Street Estates (July 2014)
Concrete repair	£600,000
Fees and staff costs	£90,000
Total	£690,000
Funding strategy	Housing Revenue Account (HRA) with 47% recoverable from leaseholders via service charges

Description	Previous estimates for window renewal at Cullum Welch House as per Gateway 2 report – Housing Asset Management Plan (February 2015)
Window renewal	£408,525
Funding strategy	Housing Revenue Account (HRA) with 47% recoverable from leaseholders via service charges

2. Current estimates

Description	Current estimates – concrete repair only
Concrete repair	£900,000
Fees and staff costs	£150,000
Total	£1,050,000
Funding strategy	Housing Revenue Account (HRA) with 47% recoverable from leaseholders via service charges

Description	Current estimates – concrete repair with window renewal
Concrete repair	£900,000
Window renewal	£900,000
Fees and staff costs	£250,000
Total	£2,050,000
Funding strategy	Housing Revenue Account (HRA) with 47% recoverable from leaseholders via service charges

Estimated costs have increased significantly from those notified at the previous Gateway for both the concrete repair element (by £300,000) and window renewal element (by £491,475). It should be noted that the original estimates were officers' estimates based on forecasts derived from historical spend on similar projects. The current estimates, of which we have far greater confidence, have been produced by an external quantity surveyor. Furthermore, the increased costs can be attributed to (a) significant inflation in the construction and maintenance industry since the time of writing of prior reports; (b) significant cost inflation in the supply of scaffolding and access equipment. The increase in staff costs and fees (by £60,000 for concrete repair only) are due to the significant design hurdles to be overcome to comply with Listed Buildings constraints (the extent of these requirements was initially under-estimated). In addition, the Gateway 2 report, Housing Asset Management Plan (February 2015), covering window renewal at the Golden Lane Estate presented works costs only; fees and staff costs were not incorporated in the Housing Asset Management Plan.

Recommendations

- 1) Approve the change in project approach to separate out the works to Cullum Welch House from the wider Golden Lane and Middlesex Street Estates concrete repair project.
- 2) Note the estimate project budget range of £1,050,000-£2,050,000 for the replacement and repair of concrete elements at Cullum Welch House and the potential inclusion of window renewal. A full options appraisal is to be brought to Committee at Gateway 4.

3) Authorise the transfer of the existing estimated £600,000 works budget and £90,000 fees earmarked for Cullum Welch House from the estimated budget of the wider Golden Lane and Middlesex Street Estates concrete repair project.

4) Retrospectively approve the consultancy fees (design, structural and testing expenditure), totalling £74,005, already spent to reach the current position and allocate them to this project. These fees are currently charged to HRA local revenue.

5) Approve a sum of £28,000, comprised of £26,000 to complete the investigative work to the south elevation and £2,000 staff costs, to reach the next Gateway.

Main Report

1. Issue description	<p>1. Background</p> <p>Certain externally exposed reinforced concrete elements of the Grade II-listed Cullum Welch House at the Golden Lane Estate are showing significant damage caused by reinforcement corrosion. Concrete testing has revealed that the main elements of the building suffering from damage are the precast concrete balustrades and stairways on the north elevation and the planter units, exposed beams and slab ends on the south elevation.</p> <p>The balustrades and planters are safety-critical items, the primary danger being falling concrete. Secondary dangers include an increased risk of failure to prevent objects penetrating the barriers formed by the balustrade and an increased risk of injury due to the degraded rough edges of the balustrade.</p> <p>Temporary safety netting is in place to mitigate these risks in the short term.</p> <p>2. Concrete repairs to Cullum Welch House</p> <p>An external concrete corrosion specialist has recommended the following course of action:</p> <ol style="list-style-type: none"> 1) The concrete balustrades on the north elevation have reached the end of their safe, useful life and require replacement in full. 2) The concrete elements incorporating planters and pot holders on the south elevation require significant remedial works. The potential to make a long-lasting repair (with a 50-100 year life span) should be investigated as this would prove significantly more economically advantageous than replacement. Replacement of these items would entail the temporary removal of windows and partition of residences while the works are carried out. 3) Stairwells, exposed beams and slab ends suffering from a few localised areas of cracking and spalling should be repaired. <p>A design team has been appointed. Listed Building Consent for the concrete repairs was obtained on 8 January 2015. Approval to re-appoint the architect to complete the design work as specified</p>
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within the Listed Building Consent was granted by the Finance Committee on 17 November 2015 and the Projects Sub Committee on 1 December 2015. Subsequently, a structural engineer has also been procured to facilitate the production of detailed structural designs to meet further conditions of the Listed Buildings Consent. A cost planning exercise has also been completed.

3. Further investigative work required

As stated, further investigation is required to determine whether the concrete elements incorporating planters and pot holders on the south elevation can be effectively repaired or whether replacement is required. A cost planning exercise has identified that a fee of £26,000 should be sufficient to cover intrusive testing and laboratory analysis.

4. Window removal

Should the investigation reveal that the replacement of the precast concrete units on the south elevation be required, the adjacent window units will need to be temporarily removed as structural drawings indicate the precast concrete units extend beneath. These windows, and those on the north elevation, are due for replacement or substantial refurbishment in the near future as they approach the end of their useful life. The renewal or refurbishment of windows at Golden Lane Estate are within the Housing Asset Management Plan – 5 Year Programme, as approved by the Projects Sub Committee on 23 February 2015 at Gateway 2.

If the removal of the window units on the south elevation is required, it may well be economically advantageous to combine this with the concrete repair and window renewal or refurbishment at Cullum Welch House. A combined approach will also minimise disruption for residents. Any requirement to include the renewal or temporary removal and return of existing windows will be brought to Committee for approval at Gateway 4.

5. Financial implications

A cost planning exercise has indicated that an estimated works budget (excluding fees and staff costs) of £900,000 should be sufficient to cover the replacement of the concrete balustrades to the north elevation, repair of the staircases and repairs to the concrete elements incorporating planters on the south elevation. If window removal and subsequent replacement is required the estimated works budget will increase to an upper limit of £1,800,000. Incorporating an allowance for staff costs and professional fees, the total estimated project budget for Cullum Welch House is in the range of £1,050,000-£2,050,000 (47% of which would be recoverable from long leaseholders).

6. Proposed way forward

Due to the scale, complexity and design requirements of the concrete repairs required at Cullum Welch House, it is proposed to

	<p>remove these works from the broader Golden Lane and Middlesex Street Estates concrete repair project, and procure and deliver them as a stand-alone project. Once the aforementioned investigative works are complete, a full options appraisal will be brought to Committee for assessment at Gateway 4.</p> <p>Running parallel to this, estate-wide concrete testing, as approved at Gateway 3 by the DCCS Grand Committee on 11 July 2014 and the Projects Sub Committee on 22 July 2014, will continue at Golden Lane and Middlesex Street Estates. The outcome of this testing programme will be brought to Committee via a separate Gateway 4 report where options for a planned programmed of more prosaic repairs will be presented for approval.</p>
<p>2. Last approved limit</p>	<p>The total estimate of costs for concrete testing and repair at Golden Lane and Middlesex Street Estates at Gateway 3 was £2,587,000, subject to a potential range of £2.5-3 million; the total works budget for Golden Lane was estimated at £1,800,000 of which £600,000 was earmarked for Cullum Welch House. Further to this, a sum of £1 million was approved at Gateway 3 for concrete testing and any immediately required repairs at the two estates (£750,000 for Golden Lane Estate and £250,000 for Middlesex Street Estate); none of this sum has been spent at Cullum Welch House. All expenditure to date (totalling £74,005) directly relating to the required concrete repairs at Cullum Welch House has been charged to HRA local revenue.</p>
<p>3. Options</p>	<p>1) No change to the existing project approach. Concrete repairs to Cullum Welch House will remain within the wider Golden Lane and Middlesex Street Estates concrete repair project. Retrospective approval of the consultancy fees (design, structural and testing expenditure), totalling £74,005, already spent to reach the current position; and approval of a further £28,000 to facilitate the investigative work detailed to reach the next Gateway.</p> <p>2) Establish a stand-alone project for the concrete repairs at Cullum Welch House, granting retrospective approval of the consultancy fees (design, structural and testing expenditure), totalling £74,005, already spent to reach the current position; and approval of a further £28,000 to facilitate the investigative work detailed to reach the next Gateway. A full options appraisal, including the potential for window renewal if temporary removal of units is likely to be required, will be brought to Committee at Gateway 4.</p> <p>Option 2 is recommended.</p> <p>There is no practicable 'do nothing' option – the condition of the externally exposed concrete precludes this. In addition, the Grade II- listed status of Cullum Welch House presents significant design hurdles which must be addressed.</p>

Appendices

None	
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