



Community & Children's Services Committee

Date: FRIDAY, 14 JULY 2017

Time: 11.30 am

Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL

Members:

Dhruv Patel (Chairman)	Angus Knowles-Cutler
Randall Anderson (Deputy Chairman)	The Lord Mountevans
Rehana Ameer	Deputy Joyce Nash
Tom Anderson	Barbara Newman
Matthew Bell	Susan Pearson
Peter Bennett	William Pimlott
Richard Crossan	Henrika Priest
James de Sausmarez	Jason Pritchard
Mary Durcan	Deputy Elizabeth Rogula
John Fletcher	Ruby Sayed
Marianne Fredericks	Pooja Suri Tank
Prem Goyal	Deputy John Tomlinson
Alderman David Graves	Mark Wheatley
Deputy the Revd Stephen Haines	Deputy Philip Woodhouse
Caroline Haines	George Abrahams
Alderman Robert Howard	Mark Bostock
Deputy Catherine McGuinness	
Deputy Henry Jones	

Co-opted Members: Laura Jørgensen and Matt Piper

Enquiries: **Natasha Dogra tel. no.: 020 7332 1434**
Natasha.Dogra@cityoflondon.gov.uk

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

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 - 6)
4. **PRESENTATION: LEISURE CENTRE AND SPORT DEVELOPMENT SERVICE**
Members are invited to receive the presentation delivered by Fusion Lifestyle.

For Information
5. **FIRE SAFETY IN THE CITY'S RESIDENTIAL BLOCKS**
Report of the Director of Community and Children's Services.

For Information
(Pages 7 - 14)
6. **REVENUE OUTTURN 2016/17 - COMMUNITY AND CHILDREN'S SERVICES COMMITTEE**
Report of the Director of Community and Children's Services.

For Information
(Pages 15 - 24)
7. **HOUSING REVENUE ACCOUNT - OUTTURN 2016/17**
Report of the Director of Community and Children's Services.

For Information
(Pages 25 - 30)
8. **HOMELESSNESS BUDGET PROPOSALS**
Report of the Director of Community and Children's Services.

For Decision
(Pages 31 - 40)
9. **PORTSOKEN PAVILION/ ALDGATE SQUARE UPDATE**
Report of the Director of Community and Children's Services.

For Information
(Pages 41 - 56)
10. **CITY OF LONDON CORPORATION'S APPRENTICESHIPS PROGRAMME**
Report of the Director of Community and Children's Services.

For Information
(Pages 57 - 62)
11. **JOINT HEALTH AND WELLBEING STRATEGY AND ACTION PLAN**
Report of the Director of Community and Children's Services.

For Decision
(Pages 63 - 100)

12. **REVISED ELIGIBILITY CRITERIA FOR THE CITY EDUCATIONAL TRUST FUND AND THE CITY OF LONDON CORPORATION COMBINED EDUCATION CHARITY**
Report of the Chief Grants Officer.

For Decision
(Pages 101 - 110)

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

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

15. **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

16. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the previous Committee meeting.

For Decision
(Pages 111 - 114)

17. **GOLDEN LANE COMMUNITY CENTRE**

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

For Decision
(Pages 115 - 126)

18. **PHASE I, CONVERSION OF UP TO NINE PODIUM-LEVEL SHOP UNITS FOR RESIDENTIAL USE ON THE MIDDLESEX STREET ESTATE**

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

For Decision
(Pages 127 - 136)

19. **PROVISION OF ADDITIONAL PRIMARY SCHOOL PLACES AND SOCIAL HOUSING ON THE FORMER RICHARD CLOUDESLEY SCHOOL SITE, GOLDEN LANE, EC1**

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

For Decision
(Pages 137 - 148)

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

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

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COMMUNITY & CHILDREN'S SERVICES COMMITTEE

Thursday, 11 May 2017

Minutes of the meeting of the Community & Children's Services Committee held at Committee Rooms, West Wing, Guildhall on Thursday, 11 May 2017 at 11.30 am

Present

Members:

Rehana Ameer	The Lord Mountevans
Randall Anderson	Deputy Joyce Nash
Tom Anderson	Barbara Newman
Matthew Bell	Dhruv Patel
James de Sausmarez	Susan Pearson
Mary Durcan	William Pimlott
John Fletcher	Henrika Priest
Marianne Fredericks	Jason Pritchard
Prem Goyal	Ruby Sayed
Deputy the Revd Stephen Haines	Deputy John Tomlinson
Caroline Haines	Mark Wheatley
Deputy Catherine McGuinness	Deputy Philip Woodhouse
Deputy Henry Jones	George Abrahams
Angus Knowles-Cutler	

Officers:

Natasha Dogra – Town Clerk's Department
Andrew Carter – Director, Community & Children's Services
Neal; Hounsell – Community & Children's Services Department
Chris Pelham – Community & Children's Services Department
Gerald Mehrrens – Community & Children's Services Department
Simon Cribbens – Community & Children's Services Department
Sarah Greenwood – Community & Children's Services Department
Lorraine Burke – Community & Children's Services Department
Paul Murtagh – Community & Children's Services Department
Adam Johnstone – Community & Children's Services Department
Kate Smith – Town Clerk's Department
Neil Davies – Town Clerk's Department
Mark Jarvis – Chamberlain's Department
Mark Lowman – City Surveyor's Department
Paul Chadha – Comptroller's and City Solicitor's Department
Carl Locsin – Town Clerk's Department

1. **APOLOGIES**
Apologies had been received from Alderman Graves, Alderman Howard, Elizabeth Rogula, Peter Bennett, Pooja Tank, Laura Jorgensen and Matt Piper.
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

Susan Pearson declared an interest in relation to items relating to the Golden Lane Estate, and also declared that she was a Governor at the Richard Cloudesley School in Islington

3. **MINUTES**

Resolved – that the minutes were agreed as an accurate record.

4. **ORDER OF THE COURT OF COMMON COUNCIL**

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

5. **ELECTION OF CHAIRMAN**

The Committee were invited to appoint a Chairman in accordance with Standing Order 29. Dhruv Patel was the only Member to seek election to be Chairman and was therefore appointed for the year ensuing.

RESOLVED – it was unanimously agreed that Dhruv Patel be appointed Chairman for the ensuing.

6. **ELECTION OF DEPUTY CHAIRMAN**

The Committee were invited to appoint a Chairman in accordance with Standing Order 30. Randall Anderson and Marianne Fredericks both stood for election to the role and following a ballot Randall Anderson was appointed for the ensuing year, with the result as follows:

Randall Anderson – 16 votes

Marianne Fredericks – 11 votes

RESOLVED – it was unanimously agreed that Randall Anderson be appointed Deputy Chairman for the ensuing.

7. **COMMITTEE APPOINTMENTS**

The Committee were invited to appoint the sub-committees for the ensuing year. The Committee agreed that the Rough Sleepers Working Party and Middlesex Street Estates Shops Group be reinstated this year.

Discussions ensued regarding the appointment of the Chairman and Deputy Chairman to the Housing Management and Almshouses Sub Committee. The Committee agreed to amend the terms of reference so the appointments could be made non-ex-officio, and agreed that the reference should be relaxed for the ensuing year.

RESOLVED – that the following appoints be made:

Housing Management & Almshouses Sub Committee

Randall Anderson

Dhruv Patel

Marianne Fredericks

Barbara Newman

Deputy Tomlinson

Mary Durcan

Susan Pearson
John Fletcher
Deputy Jones
Elizabeth Rogula
Alderman David Graves

Safeguarding Sub-Committee

Deputy Rogula
Randall Anderson
Dhruv Patel
Marianne Fredericks
Ruby Sayed
Deputy Nash

Education Board Representative

Philip Woodhouse

Integrated Commissioning Sub Committee

Randall Anderson
Dhruv Patel
Deputy Nash

Safeguarding Lead Member

To be appointed by the Safeguarding Sub Committee

Adult Safeguarding Lead Member

To be appointed by the Safeguarding Sub Committee

Young People Lead Member

Philip Woodhouse

Rough Sleepers Lead Members

Marianne Fredericks
Henrika Priest

8. RESOLUTION OF THE POLICY & RESOURCES COMMITTEE

The Committee received a revised resolution of the Policy & Resources Committee relating to the appointment of Chairmen to Sub Committees.

RESOLVED – that the resolution of the Policy & Resources Committee be received.

9. DEPARTMENTAL BUSINESS PLAN: DEPARTMENT OF COMMUNITY AND CHILDREN'S SERVICES

Members received the business plan for the Department of Community Services (DCCS) for the year 2017-18. The new business plan for DCCS outlines refreshed departmental priorities and the key outcomes we are aiming to deliver for the period of the plan. Members were also presented with an early draft of the Corporate Plan 2018-23.

RESOLVED – that Members approved the high-level and detailed departmental business plans for the Department of Community and Children’s Services.

10. **QUARTER 4 BUSINESS PLAN UPDATE**

Members noted the progress made during Quarter 4 (Q4 – January to March 2017) against the refreshed 2015-17 Community and Children’s Services Business Plan. It shows what has been achieved and the progress made against the five departmental strategic aims:

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

Members thanked Officers for the update and agreed that good progress had been against the departmental strategic aims made thus far. The Committee agreed that it would be useful to receive a presentation from Fusion at a future Committee meeting.

RESOLVED – that the update be received.

11. **REQUEST FOR ADDITIONAL RESOURCES TO SUPPORT UNACCOMPANIED ASYLUM SEEKING CHILDREN**

Members received a report seeking additional funding to cover the increased costs of providing a service to unaccompanied asylum seeking children (UASC). The City of London has a duty to accommodate and support UASC who are in our area.

In response to queries from the Committee, Officers informed Members that the situation has become more challenging because we had an unexpected volume of UASC in 2015/16, and again at the start of 2017. Officers also said that as these children get older, their funding reduces and eventually stops. Our staffing costs have increased due to the increased volume, and this is factored in to the asylum seekers budget. Expenditure in this area has exceeded budget since 2015/16.

RESOLVED – that Members supported the submission of a report to the Policy and Resources Committee requesting additional central risk resources of £232,000 to the Department of Community and Children’s Services report for unaccompanied asylum seeking children support funding.

12. **STRONGER COMMUNITIES (CENTRAL GRANTS) PROGRAMME - AWARD OF GRANTS**

The Stronger Communities theme forms part of the Central Grants Programme (CGP). Members were informed of the award of £38,670 in support of four applications to this programme that will support community initiatives in the City and on our housing estates in line with the objectives of the funding criteria.

In response to queries from Members it was noted that the City Corporation also ran a small grants programme which may be more suitable for individuals and smaller groups to apply to. Officers accepted a point from Members regarding the

process and would feed back comments regarding the usability of the forms to the Grants Unit.

RESOLVED – that the update be received.

13. **BIANNUAL COMMISSIONING UPDATE**

Members noted that the Commissioning team in the Department of Community and Children's Services (DCCS) leads on the key functions of the commissioning cycle (analysis, plan, do, review) and procurement functions for most contracts within DCCS. The team produces an annual sourcing plan for new contracts, which is reviewed quarterly. The team holds a Service Level Agreement (SLA) with the City Procurement team, which was recently reviewed. It concluded that the current arrangements should continue in 2017/18 with some small procedural changes such as adopting similar forms and sharing of information.

Internal Audit reviewed the commissioning and contract management arrangements of DCCS in March 2017 and gave positive feedback in several areas, including compliance with National Audit Office best practice principles of commissioning. It gave recommendations to strengthen the processes, some of which were already identified or within the remit of the Comptroller's team. All audit recommendations are within the Commissioning team's plan for 2017/18.

RESOLVED – that the update be received.

14. **SOCIAL WELLBEING STRATEGY**

Members received a proposed Social Wellbeing Strategy for the City of London Corporation. Tackling social isolation and loneliness has been identified as a priority in the DCCS Business Plan, in the City Corporation's Joint Health and Wellbeing Strategy and Mental Health Strategy and by the Adult Advisory Group.

In response to a query from Members, Officers said that the Strategy recommends that the City Corporation should take a number of actions to reduce loneliness and improve social wellbeing. These are based on community research carried out by Dr Roger Green of Goldsmiths, University of London and recommendations made by the Social Wellbeing Panel.

The Committee were informed that the City Corporation used Care Navigators to ensure that Estates Staff were aware when a resident was released from hospital and moving back to the estate. Members agreed that although this service was available it did not always operate successfully.

Officers informed Members that the Social Wellbeing Strategy was in draft format and the proposals quoted would be checked thoroughly before final sign off to ensure all facts were correct and accurate.

RESOLVED – that Members approved the proposed Social Wellbeing Strategy.

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

There were no questions.

16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There was no urgent business.
17. **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.
18. **NON-PUBLIC MINUTES**
RESOLVED – that the non-public minutes be agreed as an accurate record.
19. **ELECTRONIC SOCIAL CARE RECORDING SYSTEM**
The Committee considered a report of the Director of Community and Children’s Services.
20. **DEVELOPING OUR FIVE-YEAR BUSINESS PLAN - OUTCOME OF AN INDEPENDENT REVIEW**
The Committee considered a report of the Director of Community and Children’s Services.
21. **ISSUE REPORT: HOSTEL DEVELOPMENT & LODGE LL (MIDDLE STREET) ENABLING PROJECT**
The Committee considered a report of the Director of Community and Children’s Services.
22. **GOLDEN LANE PLAYGROUND REFURBISHMENT**
The Committee considered a report of the Director of Community and Children’s Services.
23. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.

The meeting ended at 1:00pm

Chairman

**Contact Officer: Natasha Dogra tel. no.: 020 7332 1434
Natasha.Dogra@cityoflondon.gov.uk**

Committees:	Dates:
Housing Management and Alms Houses Sub-Committee Community and Children's Services Committee Audit and Risk Management Committee	03/07/2017 14/07/2017 24/07/2017
Subject: Fire Safety in the City's Residential Blocks	Public
Report of: Director of Community and Children's Services	For Information

Summary

The purpose of this report is to update members following the tragic fire at Grenfell Tower. The report outlines:

- Fire safety measures in place prior to the fire.
- Our immediate response to the fire.
- The next phase of work to be undertaken.
- Issues for consideration for possible inclusion in future programmes of work.

Recommendation

Members are asked to:

- note and comment on the report.

Main Report

Background

1. Following the tragic fire at Grenfell Tower in West London, City Corporation members and residents have, understandably, raised concerns about the safety of our homes and the possibility of a similar incident in one of our tower blocks.
2. Although the cause of the fire and how it appeared to spread so quickly are still being investigated, and are unlikely to be formally confirmed for some time, the government has already been in contact with local authorities and housing associations to collate information relating to their housing stock. This information includes the number and type of residential blocks of flats with six or more floors. It is highly likely, in the aftermath of the Grenfell Tower tragedy, that new legislation will be introduced to improve fire safety in residential blocks of flats.

3. The City of London currently has 33 residential blocks of flats with six or more floors. A list of the blocks is attached at Appendix A to this report.

Existing fire safety measures

4. All our residential blocks have a comprehensive fire risk assessment (FRA), carried out by a specialist company. The most recent assessments were completed between July and November 2016 by Frankham Risk Management Services Ltd.
5. The risk assessments do not highlight any areas of high risk. They make a number of medium and low risk recommendations, which were already being addressed through day-to-day repairs, the major works programme and estate inspections.
6. Our approach to fire safety is not restricted to FRAs. We have robust procedures in place to ensure, as far as possible, that our residents remain safe in their homes. These procedures include:
 - a. Carrying out regular reviews of the FRAs to ensure they remain valid, compliant and fit-for-purpose.
 - b. Carrying out inspections of fire doors and other related fire safety measures.
 - c. Carrying out regular estate inspections to ensure that any potential fire and other safety hazards are identified and removed.
 - d. All estate managers and estate officers have fire risk assessment training and carry out weekly and monthly checks, dealing with hazards as part of their normal work. Our cleaners also receive fire training so that they can identify hazards as they go about their day-to-day work.
 - e. Updating the design of our Fire Log Books and the information collated in them.
 - f. Producing guidance notes on fire management plans and fire compartmentation that are applied to all refurbishment works carried out in our homes.
 - g. Fitting hard-wired smoke alarms in our tenants' homes as part of the Decent Homes programme.
 - h. Maintaining up-to-date, detailed plans of our estates in fire safety boxes. These are attached to the outside of buildings and accessible only to fire services. They include the details of people with mobility issues where these are known to us.
 - i. Educating our residents and raising awareness of fire safety issues. We recently published a new fire safety leaflet for social estate residents giving advice that includes evacuation issues, knowing fire escape routes and keeping walkways and balconies clear. There is a series of posters to accompany this leaflet. We also publish frequent reminders of fire safety in newsletters.

- j. Working with residents who do not comply with fire safety guidelines and persist in blocking exits and walkways. This can be a sensitive issue and we have always tried to balance the risk against the personal impact – for example, when a resident is reluctant to comply or has mental health issues.

Immediate response to the incident

7. As soon as we became aware of the fire, a number of measures were taken:
 - a. Estate staff carried out immediate checks on fire escapes, emergency lighting and fire boxes.
 - b. A review of our fire risk assessments took place and the addressing of the medium and low risks was reassessed.
 - c. Technical data on all blocks of six or more floors was reviewed and produced in response to requests from the Department for Communities & Local Government (DCLG). The data focused on a range of issues, including the construction of the buildings and the nature of any cladding. Our returns confirmed that only Great Arthur House and Twelve Acres House (the new block at Avondale Square Estate) include cladding. The cladding at Twelve Acres House is a small area of rain screen, which poses no risk.
 - d. We issued a statement to all residents, reassuring them that none of our blocks was of a similar construction to Grenfell Tower and reminding them of fire safety advice.
 - e. A detailed assessment of the works being undertaken at Great Arthur House was carried out to ensure that they remained compliant with our specification, which stipulated that all materials used in the construction must be non-combustible.
 - f. We identified empty properties in our stock, in case they would be required for families evacuated from Grenfell Tower. Staff also initiated a collection of essential items for the survivors.
 - g. The recent fire safety leaflet was reprinted, to be re-distributed to every home on our social housing estates along with a letter offering home visits for anyone wishing a fire safety check or to be shown escape routes. We produced a new version with information specifically for Barbican residents, so the leaflet could also be delivered to homes there.

Great Arthur House

8. Immediate assurance was sought, and given, that the main cladding panels at Great Arthur House comprised only non-combustible material. However, a subsequent re-inspection revealed a 300mm-wide section of insulated

aluminium cladding that did not meet the requirements of our specification. This was removed immediately, as a precautionary measure.

9. A letter was delivered to Great Arthur House residents to advise them of the steps that we were taking to ensure their safety. At a subsequent resident meeting organised by members on 26 June, a number of further issues were raised. These are now being worked through and a full Q&A sheet will be produced for all residents.

Works to be carried out next

10. A number of actions have now been identified for officers to work on during the coming weeks.
11. Previously, our policy has been to commission independent fire risk assessments every three years, and to have these reviewed annually by trained staff. This was entirely consistent with best practice. However, we have now decided to have new fire risk assessments done by independent specialists every year. We have commissioned Frankham Risk Management Services Ltd to carry out new risk assessments on all our blocks, starting in July. In the light of recent events, we anticipate that some of the previously medium and low risk recommendations will be revised.
12. We will be holding drop-in sessions for residents to talk to senior managers about fire safety and our plans for improvements on all our estates over the next few weeks.
13. The majority of entrance doors to individual flats in our blocks are original and, in general, provide fire resistance of 15–20 minutes. There is no legal requirement to replace these with more fire-resistant doors. We have replaced doors with more fire-resistant models as they required repair or were due for replacement, and we had intended to continue with this programme. However, we will now embark on an enhanced front door replacement programme to bring all front doors up to a 60-minute fire resistance standard, starting with our tower blocks. The cost of this is estimated at £3–5m, depending on the level of specification and coverage required. Consideration will need to be given to a number of factors, including planning guidelines (for buildings with listed status or in conservation areas) and possible objections from leaseholders to having this work imposed upon them.
14. Estate staff are responding to any requests for home visits. They are also actively door-knocking to reassure residents, show them fire safety escapes and to pro-actively identify any vulnerable residents that we are unaware of, so we can keep our records up to date.
15. Where there are residents who are not complying with guidance on keeping walkways and fire escapes clear, we will now be taking a much firmer line and decisive action. We will still endeavour to address issues sensitively, giving adequate notice and using mediation where appropriate, to try and achieve co-operation, but we will not be able to compromise on this matter.

Items for future consideration

16. We will continue to monitor progress with the investigation into the Grenfell Tower fire to understand what caused it and what implications there may be for the City in relation to the safety and integrity of its homes. Due consideration will also need to be given to any resulting legislation or recommendations from government.
17. In anticipation of this, we have already commenced a feasibility study to evaluate the potential for retro-fitting sprinkler systems and fire alarms into our tower blocks.
18. If the City were to decide to fit sprinkler systems in its high-rise blocks, it would need to budget for a likely cost of £15–20m, depending on the level of specification required.
19. Other issues to be considered would include:
 - a. The level of disruption to residents for what would be extensive work.
 - b. Planning requirements.
 - c. The need to install water tanks on and in buildings. This will require significant additional space that may result in the loss of residential space or the extension of buildings.
 - d. Future maintenance costs, which, given the legionella risk of storing water and the potential for misuse of the system, could be considerable.
20. There is no legal requirement to retro-fit fire detection and alarm systems in buildings. In the past, fire services have expressed firm opposition to the fitting of fire alarm systems in communal areas, due to the level of abortive or nuisance calls they receive where this is the case, and the high cost of responding to these. Apart from a limited number of hazardous areas such as plant rooms and in our sheltered schemes, there are no fire alarms fitted in our blocks.
21. If the City were to decide to fit fire alarms to communal areas in its blocks, the likely cost would be in the region of £3–5m, depending on the level of specification and coverage.
22. Another factor to consider would be how to reduce the misuse of alarms through vandalism and accidental activation.

Corporate & Strategic Implications

23. Clearly, there are serious financial implications of carrying out these improvements. There will also be an impact on the Five Year Major Works Programme and/or the programme for building 700 new homes on our social housing estates. There will be an additional financial impact on homeowners, as the Housing Revenue Account cannot subsidise works to privately owned homes. However, this must be weighed against the safety of our residents, which must be paramount. The reputation of the City would also be at serious

risk if reasonable measures are not taken. The key issue for members will be to decide what action and expenditure is reasonable and proportionate to the risk.

Appendices

Appendix 1 – Table of City of London residential blocks with six or more floors.

Background Papers:

Paul Murtagh, Assistant Director, Barbican and Property Services
T: 020 7332 3015 E: paul.murtagh@cityoflondon.gov.uk

Jacquie Campbell, Assistant Director, Housing and Neighbourhoods
T: 020 7332 3785 E: jacquie.campbell@cityoflondon.gov.uk

APPENDIX 1 : City of London Residential Blocks With Six or More Floors

NAME OF BLOCK	NUMBER OF STOREYS	NUMBER OF FLATS
Centre Point, Avondale Square Estate, Old Kent Road, London SE1	19	75
Colechurch House, Avondale Square Estate, Old Kent Road, London SE1	10	44
East Point, Avondale Square Estate, Old Kent Road, London SE1	19	74
Proctor House, Avondale Square Estate, Old Kent Road, London SE1	10	52
Tovy House, Avondale Square Estate, Old Kent Road, London SE1	10	52
Twelve Acres House, Avondale Square Estate, Old Kent Road, London SE1	6	18
West Point, Avondale Square Estate, Old Kent Road, London SE1	19	74
Cullum Welch House, Golden Lane Estate, London EC1Y	6	72
Great Arthur House, Golden Lane Estate, London EC1Y	15	120
Petticoat Square, Middlesex Street Estate, London E1 7BS	6	120
Petticoat Tower, Middlesex Street Estate, London E1 7BS	23	81
Collinson Court, Great Suffolk Street, London SE1 1NZ	7	72
Horace Jones House, Duchess Walk, London SE1 2RF	7	43
Kinfold House, York Way Estate, London N7 9QD	7	78
Lambfold House, York Way Estate, London N7 9PY	7	80
Penfields House, York Way Estate, London N7 9QA	7	89
Barbican Estate		
Andrews House	11	192
Ben Jonson House	11	204
Breton House	11	111
Bryer Court	11	56
Bunyan Court	11	69
Cromwell Tower	42	112
Defoe House	11	178
Frobisher Crescent	9	69
Gilbert House	11	88
John Trundle Court	11	133
Lauderdale Tower	45	117
Mountjoy House	11	64
Seddon House	11	76
Shakespeare Tower	45	116
Speed House	11	114
Thomas More House	11	166
Willoughby House	11	148

Agenda Item 6

Committee(s)	Dated:
Community and Children's Services – For Information	14 July 2017
Subject: Revenue Outturn 2016/17 – 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 2016/17 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 £16,000 with an overspend on all risks of £17,000. This is summarised in the table below.

Summary Comparison of 2016/17 Revenue Outturn with Final Agreed Budget – Community & Children's Services Committee			
	Final Agreed Budget £000	Revenue Outturn £000	Variations Increase/ (Reduction) £000
Local Risk	9,959	9,943	(16)
Central Risk	197	367	170
Surveyors R&M	83	28	(55)
Total all Risks	10,239	10,338	99
Recharges	1,994	1,912	(82)
Overall Totals	12,233	12,250	17

The Director of Community and Children's Services is proposing to carry forward £16,000 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 2017/18.

Recommendation

It is recommended that this revenue outturn report for 2016/17 is noted together with the Director of Community and Children's Services' proposal to carry forward £16,000 to 2017/18.

Main Report

Revenue Outturn for 2016/17

- Actual net expenditure for your Committee's services during 2016/17 totalled £12.250m. A summary comparison with the final agreed budget for the year of £12.233m is tabulated below. In the tables, figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure.

Comparison of 2016/17 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	1,464	1,434	1,532	98	3
Partnerships & Commissioned Services	909	1,009	835	(174)	4
People's Services	6,578	6,666	6,828	162	5
Housing Services	696	850	749	(101)	6
Total Local Risk	9,647	9,959	9,943	(16)	
Central Risk	198	197	367	170	7
Surveyors R&M	137	83	28	(55)	
Recharges	1,762	1,994	1,912	(82)	8
Overall Totals	11,744	12,233	12,250	17	

- 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 £9,647m was increased to £9,959m in the year mainly due to the agreed carry forward from prior year underspend (£161k) and additional resources being allocated in relation to the City of London's Apprenticeship Scheme (£61k). The remaining £90k comprises a number of small adjustments such as the London Living Wage increase and contribution pay.

Reasons for significant variations

- The overspend of £98k on Supervision & Management relates largely to higher than budgeted spend on temporary staff along with the high cost of advertising the Director's post.

4. On Partnerships & Commissioned Services, the £174k favourable variance was caused by lower than anticipated spend on supplies and services. A number of contracts such as the volunteering contract, were reviewed during the year resulting in savings along with lower than budgeted repairs & maintenance costs of the Golden Lane leisure centre. There were also a number of vacant posts during the year which has contributed to this favourable variance.
5. During the year additional costs were incurred in relation to the preparation for the Children's inspection which contributed to the adverse variance of £162k on People's Services. In addition a high cost vulnerable client was presented to the City which resulted in unplanned costs.
6. The underspend of £101k on Housing Services is due in the main to extra income being received in relation to the refund of housing benefits payments made to individuals in the past along with a vacant post.
7. The central risk budget includes services to Asylum seekers, concessionary fares and Special Educational Needs transport. The overspend of £170k is mainly attributable to Unaccompanied Asylum Seeking Children (UASC). As at 31st March 2017, the City of London had a total of 20 UASC of which 10 were over 18 years of age and attract no funding from the Home Office due to the Government's ruling that councils will not receive funding for their first 25 care leavers.
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)
	<i>£000</i>	£000	£000	£000
CAPITAL & SUPPORT SERVICES				
Capital Charges	343	334	334	0
Support Services, including Chamberlains, Comptrollers & Town Clerks	1,306	1,479	1,390	(89)
Surveyors Employee & IS Recharges	508	644	647	3
Guildhall Admin Buildings	225	205	205	0
Insurances, including premises & Liability	74	52	41	(11)
Recharges to Barbican	(22)	(44)	(42)	2
Recharges to HRA	(640)	(644)	(631)	13
Corporate & Democratic Core	(32)	(32)	(32)	0
TOTAL CAPITAL & SUPPORT SERVICES	1,762	1,994	1,912	(82)

The budgets for Community & Children’s Services departmental support service costs were based on 2015/16 actual attributions whereas the final charges for 2016/17 reflect the most recent time and costs attributions.

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 2017/18

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 £16,000 to 2017/18 for this Committee, in accordance with the budgetary arrangements for local risk resources.
3. The Director is proposing to allocate £16,000 of his carry forward to this Committee, on the following:

<ul style="list-style-type: none"> • Supervision and Management: towards the cost of a departmental staff conference. Due to a new Chief Officer and various new Heads of services within the department, this was postponed until they were all in post. 	£4,000
<ul style="list-style-type: none"> • Housing Services: To implement the universal credit support programme: the government is introducing changes to welfare benefits on an unprecedented scale and the introduction of the universal credit is having a massive impact on individuals and on the City's ability to collect rent. The DWP did provide an un-ringfenced grant in late March 2017 to fund essential transitional support however costs will run into the new year. Unfortunately the DWP grant could not be carried forward and was used to offset expenditure elsewhere within the service area which has resulted in an underspend. 	£12,000

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 2017/18. All requests for

carry forwards are currently being consolidated into a report to be submitted before the summer recess

City of London overall Financial Position and context for the Efficiency and Sustainability Plan

5. The Court of Common Council approved the published Efficiency and Sustainability Plan on 13th October 2016. This plan focuses on the existing Service Based Review programme which is now nearing completion, other agreed transformation initiatives and developing a framework for continuous efficiency improvement for 2017/18 and later years. This plan needs to be viewed in the context of the overall Medium Term Financial Strategy to have a five year plan with sufficient cashable savings to present a balanced budget for all four funds and adopting an investment approach utilising the headroom to invest in one-off projects such as the Museum of London relocation project and 'bow wave' list of outstanding repairs
6. To assist with this context and messaging, a set of core messages on the City of London Corporation's Finances have been developed and are set out in Appendix 2 for members information.

Appendices

- Appendix 1 – A reconciliation of 2016/17 original local risk budget to the final agreed local risk budget 2016/17
- Appendix 2 – City of London overall Financial Position and context for the Efficiency and Sustainability Plan

Peter Kane

Chamberlain

Andrew Carter

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

Contact Officers:

Community & Children's Services: Neal Hounsell, Assistant Director of Partnerships and Commissioning

T: 0207 332 1638

E: neal.hounsell@cityoflondon.gov.uk

Chamberlains: Mark Jarvis, Head of Finance

T: 0207 332 1221

E: mark.jarvis@cityoflondon.gov.uk

Appendix 1

	£'000
Original Local Risk Budget 2016/17	9,647
Local risk carry forward from Director's underspend in 2015/16	161
Additional resources from Finance Committee to support pre-start up costs of administering the City of London Apprenticeship Scheme.	61
Net other movements including contribution pay & London Living wage adjustment	90
Final Agreed Local Risk Budget 2016/17	9,959

Efficiency & Sustainability Plan - Appendix 2

CORE MESSAGES ON THE CITY OF LONDON CORPORATION'S FINANCES – January 2017

Our aim:

Our funds are there to help the City of London Corporation promote financial, professional and business services, provide excellent public services and support the City, capital and country as a whole.

They must be used economically, efficiently and effectively to maintain the City's underlying infrastructure and services and so we can prioritise paying for initiatives which meet our long-term ambitions.

How we do this:

The City has four funds.

Two of these are paid for by ratepayers and taxpayers:

- City Fund - money used to cover local authority activities in the square mile and beyond.
- Police Fund – the money used to pay for the City of London Police Force

Two are provided at no cost to the taxpayer:

- City's Cash - an endowment fund built up over 800 years and passed from generation to generation used to fund services that benefit London and the nation as a whole.
- Bridge House Estates - the money used to look after five bridges over the Thames with any surpluses being used for charitable purposes and awarded through the City Bridge Trust.

It is a duty on us to make the best use of the resources we have. This can only be done through continually reviewing the economy, efficiency and effectiveness of our services, the outcomes that are achieved and how they meet our long-term ambitions.

Everyone has a role to play in constantly challenging what we do and thinking about how we could do things better.

Are there further cuts being made?

Yes, but only 2% and only to ensure continuous improvement. In 2014, we estimated that due to cuts in government funding City Fund would be facing deficits

approaching £11m by 2017/18 so we had to deal with this by scrutinising all our activities in what we called the Service Based Review.

We could, of course, have just made efficiencies in those areas paid out of public funds. But we decided it was not fair or equitable to ask some parts of our organisation to be more efficient and not others.

Proposals totalling £20m in efficiencies/extra income were identified and are well underway to being implemented. Following the completion of the Service Based Review programme, a continuous 2% per annum budget reduction target will be introduced across all our services. Departments will be expected to meet this through efficiency and performance improvements.

Why are we continuing to make budget reductions?

Firstly, we have a duty to ensure the most effective and efficient use of our resources.

Secondly, we continue to have big cost pressures. We live in an historic and ageing City. Many of our properties are deteriorating which requires an increased level of investment, and our IT infrastructure and service needs investment. In addition the City of London Police needs to address the changing nature of policing and the increasing demands placed on the service in the context of increased security threats from terrorism, growing cybercrime and online economic crime and intelligence requirements.

Thirdly, by being economic, efficient and making savings and focusing our efforts where we are most effective we can enhance existing services and pursue new priorities and increasingly ambitious outcomes for the benefit of the City, London and the nation.

Why not utilise the City's Cash fund endowment?

This is money which has been passed down to us over the years, produces income for us and is not to be used lightly as we want to pass it on to future generations to sustain services in the medium to longer term. Its income comes mainly from property and investments and is used to finance activities for the benefit of the City, London and the nation as a whole. Any sale of the underlying investments reduces the ability of the fund to generate income in future years.

The City's Cash budget will be running a deficit over the next three years to allow us to carry out essential investment before returning to a small surplus in 2020/21.

So what does the future look like for these funds?

The financial forward look for two of our funds is relatively healthy but uncertainties remain.

- City Fund: we have been planning for a continuing reduction in government grant and the underlying budget position is robust. We will be using the

headroom to invest in essential repairs and maintenance and to fund the building of the new Museum of London to the benefit of all Londoners and the country as a whole.

- **City's Cash:** The forecast deficit over the next three years reflects our commitment to carry out essential investment and to support cultural development before returning to a small surplus in 2020/21.
- **Bridge House Estates:** the rising surplus will increase the resources available to the City Bridge Trust for charitable giving across London.
- **The Police Fund:** The underlying financial position remains very challenging with the recent Police core grant settlement marginally lower than anticipated. Additional cost pressures have meant the fund has moved into deficit, utilising the remaining ring fenced reserves in 2016/17 and 2017/18. An interim strategy has been developed and proposed for dealing with the deficit to the end of 2017/18. The Town Clerk, the Chamberlain and the Commissioner, have commissioned a review of the Police operating model, focusing on future demand modelling and how best to secure VFM, to identify options to address the, as yet unfunded, projected deficits of £5.6m in 2018/19 and £3.8m in 2019/20.

What are your total assets?

The City of London Corporation has assets of around £4bn. Income from these assets fund our services and any sale of assets to fund on-going services in the short term would harm our ability to protect services in the medium to longer term. Sale of many of our local authority assets to fund day to day services is also effectively prohibited by Local Government accounting rules

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Agenda Item 7

Committee(s)	Dated:
Community and Children's Services Committee	14 July 2017
Subject: Housing Revenue Account - Outturn 2016/17	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

- This report compares the outturn for the Housing Revenue Account (HRA) in 2016/17 with the final agreed budget for the year.
 - The total net transfer from reserves for the year was £1.963m, whereas the final agreed budget assumed £0.236m, this was mainly a result of a £2.0m higher than budgeted transfer to the Major Repairs Reserve (MRR) to fund increased capital expenditure expected in 2017/18. Revenue Reserves ended the year with a balance of £8.139m.
 - The Major Repairs Reserve ended the year with a balance of £6.497m, £2.712 more than expected, mainly due to the increased transfer from the Revenue reserves of £2.0m and £0.7m lower capital expenditure.

Table A - Summary Comparison of 2016/17 Outturn with Final Agreed Budget			
	Final Agreed Budget	Outturn	Variation (Underspend) / Overspend
	£000	£000	£000
HRA Revenue (see Table B)			
Expenditure	11,749	11,373	(376)
Income	(14,567)	(14,471)	96
Other	54	61	7
Transfer to MRR	<u>3,000</u>	<u>5,000</u>	<u>2,000</u>
Deficit/(Surplus) for year	236	1,963	1,727
Opening Reserves	<u>(10,102)</u>	<u>(10,102)</u>	<u>0</u>
Closing Reserves	<u>(9,866)</u>	<u>(8,139)</u>	<u>1,727</u>
Major Repairs Reserve (see Table C)			
Opening reserve	(6,226)	(6,226)	0
Net Capital exp in year	5,441	4,729	(712)
Transfer from HRA	<u>(3,000)</u>	<u>(5,000)</u>	<u>(2,000)</u>
Closing Reserves	<u>(3,785)</u>	<u>(6,497)</u>	<u>(2,712)</u>

Recommendation(s)

2. It is recommended that this outturn report for 2016/17 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 2016/17

4. The HRA revenue outturn has a net deficit of £1.963m, £1.727m larger than the expected deficit in the budget, mainly due to an increased transfer to the Major Repairs Reserve. Comparison of the 2016/17 Outturn with Latest Revenue Budget is shown in Table B below. Income and underspend are indicated by brackets.

Table B

Table B	Original Budget 2016/17	Latest Budget with Virements for 2016/17	Revenue Outturn 2016/17	Variation (Underspend) / Overspend 2016/17	Paragraph Number
	£000	£000	£000	£000	
<u>Expenditure</u>					
Repairs, Maintenance & Improvements					
Breakdown and Emergency Repairs	2,047	2,073	2,260	187	
Contract Servicing	846	868	756	(112)	
Cyclical and Minor Improvements	6,714	688	393	(295)	
Supplementary Revenue	790	790	792	2	
Technical Services and City Surveyor's Costs	762	762	1,081	319	
Total Repairs, Maintenance & Improvements	11,159	5,181	5,282	101	6
Supervision and Management	4,231	4,147	3,683	(464)	7
Specialised Support Services					
Central Heating	313	303	271	(32)	
Estate Lighting	243	236	248	12	
Caretaking and Cleaning	1,365	1,409	1,378	(31)	
Community Facilities	86	83	81	(2)	
Welfare Services	116	123	235	112	
Garden Maintenance	253	267	195	(72)	
Total Expenditure	17,766	11,749	11,373	(376)	
<u>Income</u>					
Rent					
Dwellings	(10,298)	(10,477)	(10,973)	(496)	5
Car Parking	(489)	(470)	(481)	(11)	
Baggage Stores	(113)	(115)	(123)	(8)	
Commercial	(1,159)	(1,070)	(1,075)	(5)	
Charges for Services & Facilities				0	
Community Facilities	(106)	(71)	(77)	(6)	
Service Charges	(4,169)	(2,322)	(1,713)	609	8
Other	(7)	(42)	(30)	12	
Total Income	(16,341)	(14,567)	(14,471)	96	
Loan Charges – Interest	30	30	37	7	
Interest Receivable	(100)	(100)	(100)	(0)	
Net Operating Income	1,355	(2,888)	(3,161)	(273)	
Loan Charges – Principal	124	124	124	0	
Transfer to Major Repairs Reserve	6,177	3,000	5,000	2,000	
Deficit for Year transferred from General Reserve	7,656	236	1,963	1,727	
Opening Reserves	(2,011)	(10,102)	(10,102)	0	
Closing Reserves	5,645	(9,866)	(8,139)	1,727	

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 were overspent by £101k. Increased expenditure on technical services and breakdown and emergency repairs was partially offset by underspending on cyclical and minor works expenditure and contract servicing.
7. Supervision and Management had a favourable variance by £464k. This was mainly due to increased income from customer client receipts and decreased employee expenses.
8. Service charge income was below the expected level mainly as a direct result of lower than expected supervision and management costs.
9. Comparison of 2016/17 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	(6,226)	(6,226)	0	
Transfer from HRA	(3,000)	(5,000)	(2,000)	Table B
Capital Expenditure	9,903	8,775	(1,128)	Annex A
Section 106 funding	(1,566)	(994)	572	
Capital Receipts applied	(633)	(1,157)	(524)	
Reimbursements from Homeowners	(2,263)	(1,895)	368	
Major Repairs Reserve Balance Carried Forward	(3,785)	(6,497)	(2,712)	

10. The net increase of £2.712m in the balance on the Major Repairs Reserve was mainly attributable to the increased transfer from Revenue Reserves of £2.0m as well as a £0.7m net reduction in capital expenditure.
11. Members note the reasons for the underspend set out in the report above.

Appendices

- Annex A - CAPITAL PROJECTS

Dr P Kane

Andrew Carter

Chamberlain

Director of Community & Children's Services

Contact officers:

Community & Children's Services: Jacqueline Campbell, Assistant Director –
Barbican Estate and Property Services

T: 0207 332 3785

E: Jacquie.Campbell@cityoflondon.gov.uk

Chamberlain's: Mark Jarvis, Head of Finance

T: 0207 332 1221

E: mark.jarvis@cityoflondon.gov.uk

	CAPITAL PROJECTS Responsible officer is the Director of Community and Children's Services	Forecast Budget 2016/17 £000	Actual 2016/17 £000	Variance Overspend/ (Underspend) £000	Comments on variations exceeding £100,000
	Avondale Square Estate				
29100034	George Elliston & Eric Wilkins Houses - New Flats, Roofs & Windows	61	6	(55)	
29100036	Decent Homes Upgrade works	1,552	1,476	(76)	
29100042	Redevelopment of the Community Centre	2,063	1,900	(163)	Final account lower than anticipated
29100053	Windows/Roofs/Decs	270	0	(270)	Delayed implementation of scheme
		3,946	3,382	(564)	
	Dron House				
29100043	Conversion - New Flat	30	38	8	
		30	38	8	
	Golden Lane Estate				
29100010	Great Arthur House Windows & Cladding	3,789	3,940	151	Reflects project cost increases that emerged during the year
29100032	Door Entry	127	104	(23)	
29100049	Refurbishment of Lifts	376	297	(79)	
		4,292	4,341	49	
	Holloway Estate				
29100033	Electrical Rewiring	220		(220)	Delayed implementation of scheme
29100038	Decent Homes Upgrade Works	197	159	(38)	
29100047	Refurbishment Works to Door Entry Systems	40	27	(13)	
		457	186	(271)	
	Middlesex Street Estate				
29100039	New Affordable Housing Units	0	3	3	
29100071	Refurbishment of Lifts	8	0	(8)	
		8	3	(5)	
	Richard Cloudesley Site				
29100078	Richard Cloudesley Site (Affordable Housing)	0	123	123	Capital costs incurred earlier than anticipated
		0	123	123	
	Southwark Estate				
29100019	Door Entry Sumner Buildings	104	0	(104)	Delayed implementation of scheme
29100020	Pakeman Door Entry	59	0	(59)	
29100058	Refurbishment of Lifts	204	157	(47)	
29100027	Horace Jones House	45	80	35	
29100046	Door Entry Stopher House	78	0	(78)	
		490	237	(253)	
	William Blake Estate				
29100037	Decent Homes Upgrade Works	118	66	(52)	
29100059	Refurbishment of Lifts	168	176	8	
		286	242	(44)	
	York Way Estate				
29100048	York Way Estate Refurbishment Works to Door Entry Systems	39	34	(5)	
		39	34	(5)	
	Decent Homes (various estates)				
29100044	Boiler Replacement Programme 2014/15	56	3	(53)	
29100051	Decent Homes Callbacks	209	182	(27)	
29100062	Decent Homes Various Estates	0	4	4	
29100069	Adaptations, Redecoration, Condensation	90		(90)	
		355	189	(166)	
	Total 2016/17	9,903	8,775	(1,128)	

Committees	Dated:
Policy and Resources Committee – For decision Community and Children’s Services – For decision	06/07/2017 14/07/2017
Subject: Homelessness budget proposals	Public
Report of: Director of Community and Children’s Services	For Decision
Report author: Simon Cribbens, Community and Children’s Services	

Summary

The City of London Corporation is likely to incur increased costs in fulfilling its statutory duty to assist some homeless households. It is also experiencing a significantly increased level and complexity of rough sleeping, to which its current level of service is unable to fully respond.

This paper sets out the forecast increase in the cost of meeting these demands and a range of additional specialist services to tackle them (budgeted at £427,000). The Corporation seeks Members’ approval for this budget.

Recommendations

Members of Policy and Resources are asked to:

- approve the increase in 2017/18 of £173,500 and a permanent increase in the baseline budget of £427,000 in subsequent years, subject to the approval of Community and Children’s Services.

Members of Community and Children’s Services are asked to:

- approve the increase in 2017/18 of £173,500 and a permanent increase in the baseline budget of £427,000 in subsequent years.

Main Report

Background

1. The City of London Corporation provides services that respond to two distinct types of homelessness: one fulfils a statutory requirement to provide assistance to certain households who are homeless or at risk of being so, and the other deals with those who are sleeping rough on the streets.
2. In the coming year, continuing demand for assistance, welfare reform and legislative changes will increase the financial burden of statutory homelessness services. The Corporation also faces a significant rough sleeping problem for

which it is unable to supply enough specialist accommodation to meet changing and challenging needs.

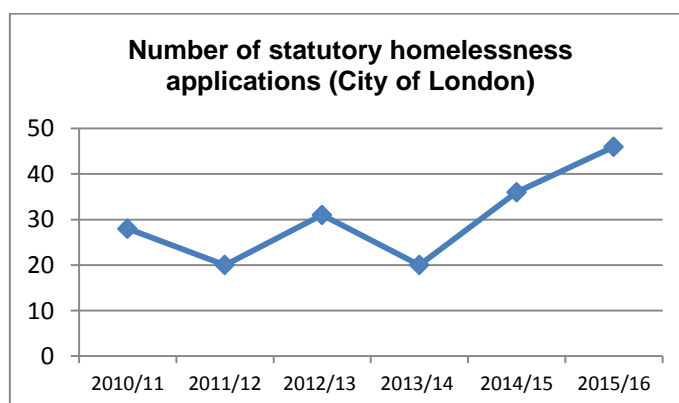
3. A provision of £400,000 in 2017/18 for this budget pressure was made in the Medium Term Financial Strategy report to the Finance Committee on 21 February 2017. The release of funds was subject to a more detailed report outlining the issue to the relevant service committee and to the Policy and Resources Committee.

Current Position: statutory homelessness

4. The most significant financial burden of statutory homelessness services for the Corporation (and all local authorities) is the legal requirement to provide temporary accommodation (TA) to certain households. In 2016/17, the gross cost of this provision was £312,000.

Increasing cost of statutory homelessness

5. Homelessness applications and the use of TA across London have risen consistently over the last five years, and show an upward trend in the City, as indicated in the chart below.



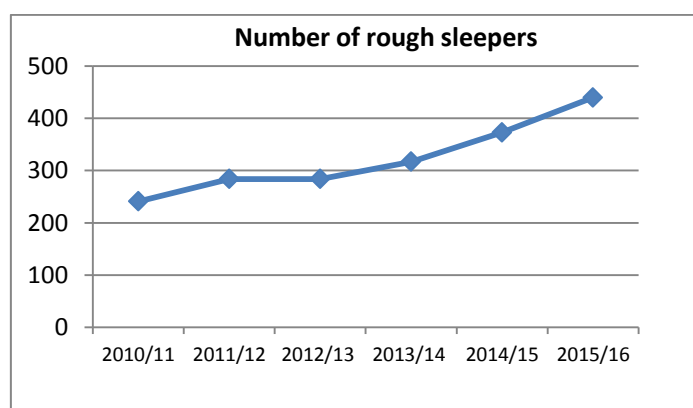
6. This trend in itself is creating budgetary pressures. However, it is forecast that the transition to a new payment regime, as part of wider welfare reform, will significantly increase costs to the Corporation.
7. Under Universal Credit (UC) – which will be fully implemented by September 2018 – the Corporation will receive a lower housing benefit contribution to the cost of TA for working households. For the Corporation, this is significant, as many of our homeless applicants have a legal connection to us through work rather than residence. Had this change been in place for all the placements made in 2016/17, it would amount to an additional cost of £78,000.
8. It is predicated that the Corporation will also experience much higher arrears under UC. Evidence from local authority areas where UC has already been rolled out has shown that TA rent collection fell from almost 90% to just over 50%. Welfare entitlement (of circa £225,000) accounts for two-thirds of the City's TA budget, so any non-payment would be a significant cost. A 20% reduction on current collection rates would result in losses of £50,000.

9. The staged roll-out of UC means that the impacts (and associated costs) will increase incrementally across 2017/18. It is therefore proposed that only half the provision for these cost is allocated in 2017/18 and the full amount thereafter.
10. Some losses to the Corporation will be offset by the new government ‘flexible homelessness support grant’ of £73,000 in 2017/18, and a further payment in 2018/19. While welcome, the grant replaces some funding paid previously through housing benefit, and therefore the net gain is in the region of £30,000.
11. To mitigate, the Corporation will try to reduce the overall use of TA by securing access to a greater supply of private rented housing into which the Corporation can discharge its duty to house. It is also anticipated that the measures proposed in relation to rough sleeping (below) will reduce some demand on this budget.
12. It is therefore proposed that a full year allocation of an additional £80,000 is provided to cover the increased costs of the Corporation’s statutory homelessness function, as shown in the table below.

	2017/18 cost	Full year cost
Increased TA costs	£36,000	£78,000
Predicted arrears	£25,000	£50,000
flexible homelessness support grant	(£30,000)	(£30,000)
Mitigating actions	(£9,000)	(£18,000)
Total budget increase	£22,000	£80,000

Current Position: rough sleeping

13. People sleeping rough is a London-wide issue; it has increased by 43% over the last five years. This is echoed in the City, where rough sleeping has increased by 31% over the same period, as shown in the chart below.



14. In 2015/16, the Corporation reported the fourth highest number of rough sleepers (440) in London, with Westminster reporting the highest (2,857). Rough sleeping is a result of complex personal, social and economic issues. In areas such as the City where those who sleep rough have no previous connection, there is little scope for prevention.
15. The profile of those who sleep rough in the City has changed from typically older, entrenched rough sleepers, to a younger (typically aged 25 to 55 years), more

chaotic client group, with much higher needs and including a higher proportion of non-UK nationals. This has been driven by wider national and regional issues, and, to an extent, by changes in the City's night-time economy.

16. Statistics show that the City has a higher proportion of those who remain on the streets. In 2015/16, long-term rough sleepers accounted for 36% of those who slept rough in the City – compared with 23% in London as a whole.

Responding to rough sleeping

17. Tackling rough sleeping is predominantly the responsibility of local authorities. Many charities work with this group, but the vast majority are commissioned to do so, and access to their services is controlled by the commissioning authority.
18. The Corporation's accommodation provision for rough sleepers has not kept pace with the increasing level and complex nature of rough sleeping. At 49 beds (all outside the City), it is also considerably lower than in Tower Hamlets (where 395 slept rough in 2015/16) which provides 360 specialist hostel beds costing £3.6 million.
19. Recent analysis revealed that among those with high support needs (71 people) found sleeping rough in the City over a 12-month period, only 27 were placed in hostels.
20. Managing unaccommodated rough sleepers is costly – it is estimated that the average typical costs to services (health, social care, criminal justice) for a person sleeping rough for 12 months is £20,000.
21. Rough sleeping can also have negative impacts on the wider community, and result in reputational damage to, and undermine confidence in, local support services and the police.

Service development options

22. In response to this increasing and changing demand on the streets, the Department of Community and Children's Services has developed a range of new and additional interventions at a proposed total cost of £347,000.
23. The new services will provide a wider range of specialist accommodation and services to address specific unmet support needs. It is also proposed to provide a targeted response to begging. Many who beg are not homeless; however, the majority of those who are homeless come to the City only to beg and they sleep rough elsewhere.
24. The proposed services are summarised below and set out in fuller detail in Appendix 1.
25. **Enhanced accommodation pathway:** It is proposed that the Corporation develops a more comprehensive pathway of specialist accommodation options. This will include more commissioning of specialist beds for those with chaotic behaviours, those using drugs and those with mental ill health.

26. **Additional support services:** A range of additional services will support outreach teams to deal with those who require specialist professional intervention. These services are:
- a specialist mental health worker
 - an outreach welfare specialist
 - a detox and rehab treatment pathway.
27. **Tackling begging:** It is proposed to embed a Park Guard (a specialist community safety provider) officer alongside outreach services, enabling identification and mapping of begging activity. This will enable better targeting of outreach services, and support enforcement where outreach and engagement have been refused.
28. **Education and engagement:** Elected Members on the Members Rough Sleeping Group proposed the addition of an education and engagement strand for businesses, visitors and residents to promote better understanding of rough sleeping and what to expect of services, and to deter giving to beggars.
29. **Service co-ordination and commissioning support:** To ensure the effective use, move through and co-ordination of the accommodation pathway, it will be necessary to have a co-ordinator role. The proposals above will also need additional commissioning resources to establish and monitor service-level agreements.

Summary of rough sleeping proposals

30. The package of service development set out above is summarised in the following table:

	2017/18 cost	Full year cost
Enhanced accommodation pathway	£78,000	£156,000
Additional support services	£50,000	£100,000
Tackling begging	£17,500	£35,000
Education and engagement	£10,000	£20,000
Service delivery	£18,000	£36,000
Total proposed budget	£173,500	£347,000

Outcomes for rough sleeping

31. The funding proposed will deliver:
- 50% reduction in long-term rough sleeping
 - 80% of new rough sleepers spending just one night out
 - increased level of public understanding of rough sleeping and begging.
32. Officers will report back to Members in one year to set out the impact of this funding.

Overall combined costs

33. The combined cost of statutory homelessness and rough sleeping is set out in the table below:

	2017/18 cost	Full year cost
Statutory homelessness	£22,000	£80,000
Rough sleeping	£173,500	£347,000
Total budget increase	£195,500	£427,000

Implications

34. The following delivery risks should be noted:

- Some of those who sleep rough will refuse offers of support and accommodation.
- The access to accommodation that has been negotiated is subject to the risk that the host local authority will withdraw or decommission the provision.
- Statutory homelessness and rough sleeping are determined by a range of factors – including many that are external to the City, such as wider public sector funding and policy changes.

Health Implications

35. Rough sleepers are one of the most vulnerable groups in society; studies have found strong correlations between homelessness and a multiplicity, and increased severity, of both physical and mental health conditions. Rough sleepers are over nine times more likely to commit suicide than the general population. On average, male long-term rough sleepers die at age 47 and female long-term rough sleepers at age 43.

Conclusion

36. The Corporation remains committed to tackling homelessness and rough sleeping, and fulfilling its legal obligation to those it has a duty to support. The approval of the budget proposed above will ensure that the relevant services are fully resourced to do this.

Appendices

- Appendix 1 – Additional services for those sleeping rough in the City

Background Papers

- 18 November 2016 – report to Community and Children’s Services: *Pressures on temporary accommodation budget and resources*
- 21 February 2017 – report to Finance Committee: *City Fund: 2017/18 Budget Report and Medium Term Financial Strategy*

Simon Cribbens

Head of Strategy and Performance
Community and Children’s Services

T: 020 7332 1210

E: simon.cribbens@cityoflondon.gov.uk

Appendix 1 – Additional services for those sleeping rough in the City

Service development options

1 Enhanced accommodation pathway:

An accommodation pathway provides different stages and types of accommodation that can support presenting needs and provide progression to independence. The Corporation's commissioned accommodation does not provide sufficiently for the scale and complexity of rough sleeping in the City. The proposal below will provide more specialist beds, alternatives to hostel provision, and move-on into the private rented sector.

Specialist hostel accommodation: The Corporation is negotiating with neighbouring local authorities to secure access to a range of additional specialist hostel beds – particularly those which will provide for more complex and chaotic rough sleepers. These range in cost per bed from £3,000 to £14,500 per annum

The following options have been identified:

Provision	Stage	Unit cost per annum	Proposed no. of beds	Proposed total cost
King Georges Hostel Westminster	First stage: High support for men with chaotic Class A drug use	£9,200	2	£18,400
Edward Alsop Court Westminster	First Stage: men over 50 with complex needs	£6,100	2	£12,200
Hopkinson House Westminster	First stage: behavioural issues; personality disorder and high risk (public protection)	£14,500	1	£14,500
Dellow Hostel Tower Hamlets	First stage hostel: Medium support	£8,000	5	£40,000
Great Guildford Street Hostel Southwark	Assessment/ Emergency Beds - short stay	£3,000	4	£12,000
Total				£97,100

The proposed usage would require £97,100 per annum. The budgeted amount allows for flexibility in response to changing and additional need, and provides an amount to underwrite the risk to recharged costs for social care (a likely requirement from host boroughs). The Corporation is in discussion with the London Boroughs of

Hackney and Islington to ensure we maximise the range of options available, and secure best value. *Proposed budget - £120,000*

Housing first: Housing first models by-pass hostel provision and provide intensive support in an independent general needs home. Successful pilots have demonstrated impressive achievements with some very chaotic clients who would previously not be considered for independent accommodation. It is proposed that a housing first model be piloted with two clients, with support provided by a commissioned complex needs team. If the approach proves successful longer term delivery options, including the potential for in-house provision, will be explored. *Proposed budget - £16,000*

PRS access scheme: For those who no longer need supported hostel accommodation, move-on into the private rented sector is the most likely source of accommodation. Move-on is also essential to ensuring hostel accommodation beds do not become blocked. Securing such move on is difficult, requiring deposit and rent in advance. The proposed budget provides a fund to support this. *Proposed budget - £20,000*

2. Additional support services

A range of additional services will support outreach teams to deal with those whose needs require specialist professional intervention:

Specialist mental health worker: It is proposed that a part-time Approved Mental Health Professional (AMHP) is embedded in the outreach team. An AMHP is a specialist that is trained and authorised to make certain legal decisions and applications under the Mental Health Act. The role will target and support those on the streets with severe and enduring mental ill health. *Proposed budget - £30,000*

Outreach welfare specialist: This role will provide for complex casework for those eligible for benefits, but unable to claim due to illness, previous sanctioning by the DWP, or complexity of case. Securing benefits is crucial to securing accommodation (the hostel costs given above reflect the support costs, rent is paid by Housing Benefit). *Proposed budget - £10,000*

Detox and rehab treatment pathway: Treatment is essential to preventing repeat homelessness for those with drug and/or alcohol dependency. This budget provides a fund for four clients to receive detox services and rehabilitation. *Proposed budget - £60,000*

Tackling begging

Park Guard pilot: It is proposed that we extend the role of Park Guard (who provide community safety services on our estates) to tackle begging. The approach would embed a Park Guard officer alongside outreach services for 14 hours a week, enabling identification and mapping of begging activity as well as evidencing the transition from support to enforcement where outreach and engagement has been refused. This will enable more effective delivery of outreach services, and support the more targeted and efficient use of police intervention where that is appropriate. *Proposed - budget £35,000*

Education and Engagement

Education and communication campaign: Elected Members on the Members Rough Sleeping Group proposed the addition of an education and engagement strand to promote better understanding of how to respond to rough sleeping and what to expect of services, and to deter individuals from giving to beggars. *Proposed budget - £20,000*

Service delivery

Co-ordination and commissioning support: To ensure the effective use, move through and co-ordination of the accommodation pathway that is proposed, it will be necessary to have a co-ordinator role. The proposals above will also need the establishment and performance monitoring of service level agreements, and the procurement of some services. It is therefore proposed to provide additional commissioning resources. *Pathway co-ordinator proposed budget £18,000; Commissioning support proposed budget £18,000*

Summary of rough sleeping proposals

The package of service development set out above is summarised below:

Enhanced accommodation pathway	2017/18 cost	Full year cost
<i>Increased hostel provision</i>	£60,000	£120,000
<i>Housing first</i>	£8,000	£16,000
<i>PRS access scheme</i>	£10,000	£20,000
Additional support services		
<i>Specialist mental health worker</i>	£15,000	£30,000
<i>Outreach welfare specialist</i>	£5,000	£10,000
<i>Detox and rehab treatment pathway</i>	£30,000	£60,000
Tackling begging		
<i>Park Guard pilot</i>	£17,500	£35,000
Education and Engagement		
<i>Education and communication campaign</i>	£10,000	£20,000
Service delivery		
<i>Pathway co-ordinator</i>	£9,000	£18,000
<i>Commissioning support</i>	£9,000	£18,000
Total proposed budget	£173,500	£347,000

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Agenda Item 9

Committee:	Date:
Community and Children's Services - For Information	14 June 2017
Subject:	Public
Portsoken Pavilion/ Aldgate Square update	
Report of:	For Information
Andrew Carter – Director of Community and Children's Services	

Summary

The Aldgate Square development is a major public realm project, managed by the Department of Built Environment. A Pavilion is included in the project, from which a café will operate. In 2015 Members agreed that the Pavilion should be operated by a social enterprise, commissioned by Community and Children's Services. City Surveyors have managed the construction of the Pavilion. In September 2015 Community and Children's Services Committee awarded the contract to operate the Pavilion to Kahaila.

The Pavilion was originally scheduled to open in Autumn 2016. However in October 2016 Community and Children's Services Committee were informed of significant delays in the completion of the construction of the Pavilion, until Autumn 2017, and agreed to offer a one year rental contract to Kahaila in temporary premises at 6 Harrow Place to ensure a service was being provided in the local area.

In January 2017 Community and Children's Service Committee were informed that the anticipated completion date for both the Pavilion and the Square was the end of 2017.

In September and October 2016 Streets and Walkways Sub Committee agreed a split reporting structure where the City Surveyor reported on the specifics of the Pavilion and the Director of Built Environment reported on the overall project.

There are two reports attached as appendices to this summary that describe the current overall construction position with the Pavilion and the Square. The first ((Aldgate (Portsoken) Pavilion)) report informs Streets and Walkways Sub Committee and Project Sub on the detail of the delays to the Pavilion and asks for their agreement to the additional costs incurred. As these costs can be found from the overall project the second (Aldgate Highway Changes and Public Realm Enhancement) report informs the sub committees that the budget to cover the additional costs can be found with in the overall project approved budget and of the impact the delays to the Pavilion construction have had on the overall project completion timetable.

For Community and Children's Services Committee, whose main interest is the management of the Pavilion, once it is open, the key issue is that the completion of the Pavilion is still scheduled to take place by the end of 2017. However the

completion of Aldgate Square is now scheduled for March 2018 so earlier access to the Pavilion may have to be facilitated by a temporary footway as the finished surface surrounding the Pavilion may not be constructed by the time it opens.

Recommendation

Members are asked to:

- Note the summary report and the reports attached as appendices

Neal Hounsell

Assistant Director Commissioning and Partnerships

neal.hounsell@cityoflondon.gov.uk

0207 332 1638

Committees:	Dates:	Item no.
Streets and Walkways Sub-Committee	24 July 2017	
Project Sub Committee	18 July 2017	
Community and Children's Service Committee (for information only)	14 July 2017	
Subject: Aldgate (Portsoken) Pavilion	Gateway 5 Issue Report July 2017	Public
Report of: City Surveyor CS 300-17		For Decision

Summary

Dashboard

Pavilion Project Status: Red

Timeline:

- Completion date of Pavilion - December 2017
- Completion date of Aldgate Square - March 2018

Budget:

- Gateway 5 Total Approved pavilion budget at:£4,018,262
- Budget transfer to Pavilion sought at this gateway £461,711
- New total pavilion budget £4,479,973
- Spent / committed to date: £3,915,349 (£2,130,220 spent + £1,785,129 committed)

Overall Aldgate Highway Changes & Public Realm Enhancement Project Risk: Amber

Last Gateway Approved: Gateway 5

Summary of Issue:

- Additional construction costs related to ground works problems.
- Delays to completion of the Pavilion due to ground works problems and knock on delays to completion of the Aldgate Square for the Aldgate Highway Changes & Public Realm Enhancement Project (AHCPRE)
- 2 No Risks identified in the Risk Register have come to fruition
- Additional consultant fees and staff costs to new completion of project.
- Additional storage cost of Cor-Ten steel pavilion roof structure
- Scope of works change to mitigate delays: 2 no. elements of work (Exit 6 and Christmas Tree base) to be carried out by Kier, the Pavilion Contractor, in lieu of Riney, the AHCPRE contractor, as a variation to the Pavilion contract
- Budget adjustment is required to realign the budget, transferring from

works to fees, which will capture project costs accurately. This will enable payment outstanding fees.

Proposed Way Forward

- Utilise funds from the Aldgate Highway Changes and Public Realm Enhancement Project (AHCPRE) savings to cover additional construction costs for the Pavilion. No additional external funding needed.
- Transfer funds from the (AHCPRE) savings from Riney’s contract to Kiers’ for works of the Christmas Tree base and Exit 6 work. No additional external funding needed.
- Proceed with measures agreed by (AHCPRE) and Pavilion Project Board to recover time on the construction programme for Aldgate Square completion at an additional cost of £6950.

Recommendations

Members are asked to:

1. Approve an increase in the Keir contract works in the total sum of £410,206 for construction issues and mitigation measures paid for using funds identified from the Savings Target from the AHCPRE project.
2. Approve an increase in consultants fees, staff cost and statutory fees to the total sum of £51,224 using funds identified from the savings from the AHCPRE project.
3. Note the new key programme milestones; Pavilion opening in Christmas 2017 with the remaining Aldgate Square (part of the AHCPRE project) completing in March 2018.
4. Note the alignment of budget from works to fees to capture project costs accurately.

Main Report

<p>1. Issue description</p>	<p>Pavilion construction issues:</p> <ol style="list-style-type: none"> 1. A large reinforced concrete and steel beam basement from a previously demolished building was uncovered during the excavation and piling works. Due to scale of the obstruction and restrictions on constructing near an adjacent Victorian sewer, only part of the concrete basement could be excavated and removed without causing damage to the sewer. As a consequence the pile foundations had to be redesigned and the piling operations re- sequenced. <p>The additional cost of works, excluding fees was £255,733.</p>
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The delay to the programme was 28 days.

2. A second smaller reinforced concrete obstruction was encountered further into the basement construction. This was excavated and removed.

The additional cost of works was £7,407. The delay to the contract was a further 3 days.

3. In the absence of accurate information, Thames Water have quoted £5,936 to excavate and locate the point of connection into the sewer. The cost of this work will be covered by £5,000 identified in the approved Risk Register allocated to *Location of Services for Thames Water*.

The Pavilion budget will need to be increased to cover the £936 shortfall.

4. The delays have pushed back the delivery date for Cor-Ten pavilion shell which has increased storage costs to Little Hampton Welding. The cost of additional storage is £3,626 and therefore the Pavilion budget will need to be increased by this amount.
5. The extended pavilion programme and extensive re-design works will require additional staff costs, statutory fees and consultant fees.

The respective Project Sub Committee Chairmen and Deputy Chairmen have been kept advised of events listed above.

Pavilion Programme:

The excavation, removal of ground obstructions and redesign period has added a further 31 days.

The above items have pushed the Pavilion completion date back to early December 2017. The Project Board have set a new milestone for Pavilion opening in December 2017. The table below captures delays since the commencement of the contract with Kier.

Prior to this, the Pavilion was reported to start in October 2016 and complete in July 2017. The contract was subsequently signed in December 2016, due to amending the contract to capture changes due to the agreed value engineering elements.

Aldgate Square Programme:

The Pavilion and Aldgate Square public realm team have worked together and devised a series of measures which will enable both project teams to claw back time on the Aldgate Square programme;

Phased construction site logistics:

1. By adapting and phasing the site boundary between the

Pavilion and Aldgate Square sites, Riney can complete time-consuming elements of the Aldgate Square drainage within the vicinity of Kier's Pavilion site. This is anticipated to reduce the Aldgate Square programme by **28 days***. The costs involved for logistics have been quoted at £6,950.

Christmas Tree base:

2. The Christmas tree base forms part of Riney's work for the Aldgate Square originally scheduled for construction on completion of the Pavilion. As its location lies within the Pavilion site demise, there is the opportunity for Kier to construct the base without impacting on the Pavilion programme and simultaneously reduce the amount of work and time needed to complete the Aldgate Square. Kier have quoted a sum of £32,330 pending receipt of construction information and will save a further **15 days***.

Exit 6 works:

1. The Exit 6 interface currently sits within the JB Riney contract. However, due to complexities around Building Control sign off and warranty issues relating to the Pavilion services this has been transferred to the Kier contract. Kier are better equipped to construct Exit 6 and have given a quotation of £103,505 pending receipt of construction information. This work does not save **time on the programme**.

Funding and budget breakdown:

All costs arising from the delays and additional works for the Pavilion construction can be sourced from the Aldgate Square savings.

The funding allocated for the construction of the 'Christmas tree base' and 'Exit 6' from the Aldgate Square will be used to pay Kier for these work scopes via a variation to the Pavilion contract.

	Item	Time delay in relation to Pavilion works	Funding Transfer from savings
Pavilion Works	1	Removal of first obstruction excluding re-design fees	+ 28 days £ 255,733.00
	2	Removal of second obstruction	+ 3 days £7,407,00
	3	Additional storage costs to Little Hampton Welding due to delays in delivering CorTen roof structure to site.	0 £3,626.00
	4	Remaining sum for Thames Water main connection in	0 £936.00

		addition to sum identified in Risk Register (quoted at £5,936.32)		
		Total	+31 days	£267,702.00
	Item	Time delay in relation to Pavilion works	Funding Transfer from savings	
Pavilion Fees	5	Additional Consultant Fees	0	£ 35,224
	6	Additional CoL Staff Fees	0	£8,500
	7	Statuary Fees (CoL Building Control /Planning Recharge)	0	£7,500
		Total	0	£51,224.00
		Additional Pavilion Works and Fees Total	+31 days	£318,926
Aldgate Square	Item	Time saving in relation to Aldgate Square project	Contract Transfer	
		Christmas Tree base	- 15 days*	£32,330,00
		Phased construction site logistics	-28 days*	£6,950.00
		Exit 6 works	0 *	£103,505.00
		Total	- 43 days*	£142,785.00
		Grand Total	12 days	£461,711
<i>* subject to Riney's programme confirmation</i>				
1. Last approved limit	£4,018,289			
2. Options	<p>1. Increase the Pavilion project budget and Kier contract to encapsulate all costs arising from additional construction issues and delays (Obstructions, additional fees, risks). Remove the 'Exit 6' works and the 'Christmas tree base' from Riney's contract and transfer to Kier via a variation to the Pavilion contract.</p> <p>Approve the coordinated phasing of Riney's works within the</p>			

	<p>Pavilion site demise in order to bring completion of the Aldgate Square forward 28 days. This option is recommended.</p> <p>2. Increase the Pavilion budget and Kier contract to encapsulate all costs arising from additional construction issues and delays (Obstructions, additional fees, risks,).</p> <p>Do not appoint Kier to undertake 'Exit 6' works and the 'Christmas tree base' from the Riney's contract.</p> <p>Do not approve the coordinated phasing of Riney's works within the Pavilion site demise in order to bring completion of the Aldgate Square forward 28 days. This option is not recommended.</p>
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Contact

Report Author	Mark Lowman
Email Address	mark.lowman@cityoflondon.gov.uk
Telephone Number	020 7332 1449

Appendices

The current CBIS report does not accurately capture all the costs and details of payments incurred to date for the construction of the Pavilion. Kier's PO value is higher than the contract sum and has left us unable to pay outstanding consultant fees. The adjustments outlined in the table below

This will not change the contract sum or approved spend at the last GW5 Issues Report (£4,018,474.00). These are set out in Appendix 1.

Appendix 1: Proposed revised budget

	Current		Revised
Kier Contract	£3,474,442	+£262,586.00 (Pavilion Works)	£3,874,427.02
		+£137,399.02 (Aldgate Square)	
Kier PO Value		-£342,386.42 (Kier PO)	-£342,386.42 (Kier PO)
Total	£3,474,442	£399,985.02	£3,874,427.02
Risk	£24,493	- £19,896	£4,597
Kitchen Fit Out (works)	£71,444	0	£71,444
Consultant Fees	£359,225	+ £35,224	£401,949
		+ £342,386.42 (Kier PO)	
Statuary Fees		+ £7,500	
Staff Costs	£88,658	+ £8,500	£97,158
Total	£4,018,289		£4,479,999

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Committees:	Dates:	Item no.
Streets and Walkways Sub-Committee Projects Sub-Committee Community and Children's Services Committee	24 July '17 18 July '17 14 July '17	
Subject: Aldgate Highway Changes and Public Realm Enhancement	Gateway 6 Progress Report	Public
Report of: Director of the Built Environment		For Information
<p><u>Summary</u></p> <p><u>Dashboard</u></p> <ul style="list-style-type: none"> - Overall Project status: Amber. - Timeline: Construction Phase – current forecast completion date is March '18. - Approved Spend: £23.3M includes £4.02M for the pavilion - Spend to Date: £21.3M includes commitments of £3.8M - Overall Project Risk: Amber. <p>In the Gateway 5 report for this project, Officers committed to produce regular update reports in order to update Members of progress on the project. Additional issues reports have also been brought to Members during construction. This report is the sixth update report on the project.</p> <p>In September and October '16, Members agreed a split reporting structure where the City Surveyor reported on the specifics of the Pavilion and the Director of the Department of the Built Environment reported on the overall project. A separate report will be shared with Members that updates on the cost of the pavilion and provides detail explaining the reasons that the overall project completion has been delayed to the end of March '18.</p> <p>This G6 report:</p> <ul style="list-style-type: none"> - Highlights programme delay (of 13 months) and a new overall project completion date of March '18; - provides an update on communications, where officers are working hard to keep stakeholders engaged; and - Updates the funding position, advising that the originally agreed £10M of On Street Parking Reserve (OSPR) agreed as an underwriting fund for the project has been reduced to £6.5M. Further S106's have been identified and are still being targeted for negotiation. It is thought that the position on the balance of the agreed funding sources [TfL, S278, S106 and CIL] will be known and can be reported in October 2017. At which point it is anticipated that the remaining £6.5M of OSPR funding can be released out of the project. <p><i>It is recommended that:</i></p> <ul style="list-style-type: none"> • <i>Members note the contents of the report.</i> 		

Main Report

<p>1. Reporting period</p>	<p>1.1 September 2016 to June 2017 inclusive.</p>
<p>2. Progress to date</p>	<p>2.1 Since the last update report, the pavilion has been commissioned, foundations installed and work has begun on the pavilion basement.</p> <p>2.2 In January '17 the new public space at the junction of Middlesex Street and St Botolph Street was substantially completed and opened to public use. During January and February '17 street resurfacing work was completed.</p> <p>2.3 The accommodation work to the southern churchyard is underway and is taking shape above ground. Completion of the civil work is planned for September '17, followed by planting when the season begins in November '17.</p> <p>2.4 Progress is being made in Aldgate Square, including the fitting out of the water feature and irrigation plant room, as well as lighting duct and drainage work.</p> <p>Budget</p> <p>2.5 At Gateway 5 Members set a budget that required officers to target a saving of £1.15M from the cost submitted in the Gateway 5 report. Officers considered the initial drive for savings to include:</p> <ul style="list-style-type: none"> - Negotiating with BT in reference to a utility diversion, priced at £400k [actual cost £80k]; - Removal of the rill water feature [agreed during discussion with Members at Gateway 5]; and - Accelerating the delivery programme to reduce staff cost and to reduce inflation cost. <p>2.6 It was not possible to accelerate the overall project. However, savings have been made in the public realm and highway work. The project benefited from consistent staff throughout the construction of the public realm and highway elements, ensuring a consistent level of scrutiny, closely managed finances and a design change control recording system (where site issues prompted small scale design changes).</p> <p>2.7 Some larger savings have been made, which include:</p> <ul style="list-style-type: none"> - the carriageway resurfacing [strengthening grid priced for use in high traffic areas was not used as extensively as originally envisaged]; - by varying the Riney contract to introduce additional scheduled rate items within the electrical area, with savings made in the allowance for lighting elements; and

- the use of more mechanical break out in place of hand digging on the Minorities, above the London Underground. This was because City officers capitalised on noting that lesser restrictions had been placed on National Grid Gas, who were also working on Minorities at the time.

2.8 If the project had delivered sooner, there would have been greater staff cost savings.

2.9 Savings of £1.75M (target saving of £1.15M + an actual saving of £0.6M) have been realised on the highway and public realm. The savings are such that the unforeseen compensation events on the pavilion construction (reported by the City Surveyor separately), require no overall project budget increase from the current approved budget.

Programme completion

2.10 The Gateway 5 report forecast a project completion of June '17. However, following approval by the Policy and Resources Committee, which capped the budget requiring a target saving, the team endeavoured to accelerate the programme to complete in September '16.

2.11 This date pushed out to December '16 with construction of a third party Gas Governor hampering site access. The earliest date that the area that would be the Aldgate Square could be closed to traffic was 12 October '15. With a construction timescale to follow of nine months for the pavilion and of six months for the subsequent landscaping.

2.12 In September '16 in an Issues report, it was reported that the project completion would be in November '17.

2.13 In the last update report (September '16) the forecast project completion was November '17. The project is now forecast to be delivered by March '18. The reason for the delay in completion is connected with the pavilion (a separate report from the City Surveyor captures these details).

Issues

2.14 The City Surveyor will keep Members updated through a separate Issue report on pavilion issues. It is forecast that the overall project budget can cover the increase in pavilion cost due to savings made on the highway and public realm elements of the project. The City Surveyor advises that further compensation events on the pavilion are still being investigated, with any resolution to be reported separately by the City Surveyor.

2.15 The current negotiated café occupation of the pavilion building, by the operator Kahaila, is 10 working days after notification of practical completion of the pavilion. This will be earlier than the forecast project completion date of March '18. As such, if the café opens before the project completion date, access will be facilitated by a temporary footway as the finished surface surrounding the pavilion is constructed.

2.16 Community and Children's Services department, who have project managed the tender and procurement of the café operator in line with the overall project completion, are managing the contract negotiations Kahaila.

Risk

2.17 Risk to overspend is being managed within the budget, with consideration being given to reducing monitoring fees, reducing frequency of planned communication and streamlining the costs for the eventual project opening event and proposed project completion 'marketing' materials.

2.18 The critical path includes the pavilion and subsequent landscaping surrounding the building. Risk to delay would relate to any unforeseen events.

2.19 There is a risk that the S106 negotiations will not result in meeting the project's funding requirement. In this instance it may be necessary to call down on CIL or other (such as the OSPR).

Communications update

2.20 The Project team have recently delivered six successful presentations and tours of the Aldgate Project. The five bodies that requested this were: The Grosvenor Group, London Borough of Hammersmith and Fulham (including borough officer and resident association representatives), New London Architecture (NLA), Urban Design London (UDL), the Municipality of Trondheim, Norway and the Royal Town Planning Institute (RTPI).

2.21 Officers regularly communicate with the public and work hard to hold their interest and thus support. Despite the length of the project we still enjoy significant engagement with the (now) fortnightly e-bulletin, which has a 40-50% readership.

Funding and finance update

2.22 Since the previous update report, DBE and others have been reviewing S106 records, updating interest calculations and project allocations. A further £2M of the remaining £8.5M underwriting sum from the On Street Parking Reserve (OSPR) Fund can be returned.

	<p>The OSPR has enabled the cash flow on the project. Work is on-going to replace all the underwriting OSPR. It is expected that the full position will be known and reported in October '17.</p> <p>2.23 In the June '14 Gateway four report it was noted that the implementation of this project would impact on revenue costs. Open Spaces Committee, in particular, supported the project on the basis that increased revenue costs would be provided in a commuted sum. Officers are currently reassessing the revenue implications of the project.</p>
3. Next steps	The next Gateway Six report will be in October 2017.

Appendices

Appendix 1	None
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Contact

Report Author	Sarah Whitehorn
Email Address	Sarah.whitehorn@cityoflondon.gov.uk
Telephone Number	020 7314 3564

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Committee Community and Children's Services	Dated: 14/07/2017
Subject: City of London Corporation's Apprenticeships Programme	Public
Report of: Director of Community and Children's Services	For Information
Report author: Barbara Hamilton, Community and Children's Services	

Summary

The City of London Corporation confirmed its commitment to delivering 100 apprenticeships across its departments in 2017/18. This level will be maintained each year. This report provides an update on progress to meet that commitment.

Following a departmental internal skills audit which took place during autumn 2016, COLC managers identified their apprenticeship needs. The recruitment of the first of four annual cohorts was completed in April/May 2017. The response to the marketing and promotional campaign has exceeded our expectations. The service received approximately 800 applicants for a total of 39 apprenticeships. Of these, 29 positions have been filled in the first cohort and 10 positions have been extended into the second cohort.

The first cohort of new apprentices attended an induction session at Guildhall in June 2017. The marketing campaign for the second cohort of 43 apprentices will focus strongly on school leavers in summer 2017. The campaign is currently underway.

Recommendation

Members are asked:

- to note the report.

Main Report

Background

1. The COL's programme is set against a background of apprenticeship reforms which came into effect in the spring of 2017. Changes to government policy introduced an 'apprenticeship levy' of 0.5 per cent of COL's gross pay bill. There is also a requirement that apprentices make up more than 2.3 per cent of the public sector work force.
2. As a consequence of the apprenticeship reform, competition for high-level apprentices – especially those who qualified to pursue university-level courses,

but instead decided to pursue an apprenticeship – will increase significantly as public sector bodies act to meet the government’s target; and as larger levy paying employers seek to draw on their levy to meet their skills needs.

3. In 2016 The City of London Corporation (COLC), agreed that the internal delivery team, the Adult Skills and Education Service (ASES), would deliver an enlarged internal apprenticeship programme, working with HR and departments across the organisation to develop 100 quality apprenticeships that support the skills needs of managers.
4. This report provides an update to Members. It explains the actions which have been taken to market, promote and engage the first apprentice cohort. There have been some lessons learnt and actions put in place to address any areas for development.

Current position

5. All first cohort apprentices have been assigned Educational Skills Funding Agency (ESFA) approved qualifications, Standards or Frameworks. Training programmes have been planned for all apprentices recruited in the first cohort. A similar process will be followed for all those in future cohorts.
6. The COL apprentice programme has successfully completed the first recruitment, interview and selection campaign for all departments that advertised vacancies.
7. A recent Ofsted inspection graded the COL apprenticeship service as a ‘good’ for the quality of its delivery and the outcome for all learners. The aim is to continue to improve on the current grade to one of ‘Outstanding’. To achieve this, the service is taking a more detailed look at additional skills support for apprentices and their line managers.
8. The aim is to achieve the COL’s ambition to be an exemplar in the recruitment, training and development of apprentices. To achieve this, the programme is focussing on apprentices’ achievement of qualifications/standards and progression into quality employment or further learning.
- 9.
- 10.
- 11.

Implementation

12. The original internal audit of apprentices required for departments identified approximately 104 potential vacancies. The Table below shows a breakdown of apprentices recruited for the first April cohort, and their associated department.
13. A small number of departments have a more specialist apprentice requirement and they have been unable to identify suitable candidates in the first cohort. They have therefore decided to transfer their vacant positions into the summer cohort.

14. **The Table below also shows the planned demand for the second cohort.**
14. The target number to be recruited for July is 43 The process for marketing these vacancies is already in place.
15. A large majority of apprentices who have been recruited from the first cohort have either already started their apprenticeship or are due to start within the next few days.

Apprentice Recruiting Departments	Appointed Cohort 1	Planned Cohort 2
Community and Children's Services	3	3
City Bridge Trust	0	1 (carryover from April Cohort)
Open Spaces	0	12
Chamberlain's	2	0
Barbican	4	5
City Police	2	6 (carryover from April Cohort)
City Information Centre	0	1 (carryover from April Cohort)
Town Clerk	1	0
Built Environment	0	2
Freemans School	0	2
Tower Bridge	2	2 (carryover from April Cohort)
Remembrance	1	0
Port Authority	2	0
City Surveyors	1	0
Guildhall Business Library	1	1
Guildhall School of Music and Drama	3	3
HARC	7	0
Billingsgate Market		1
Spitalfields Market		2
City of London Girls School		2
Total	29	43

16. The COL's internal apprenticeship team is responsible for the delivery of this programme. The employer-provider model is being used and the delivery is supported by a cross-department steering group.
17. This approach has a number of advantages, namely that there is greater collective understanding of the needs of each department and the overall direction of the programme. In addition, the service is more able to respond to the individual needs of apprentices and their line managers.
18. A signed Service Level Agreement is now in place to monitor the overall quality and delivery of the service.
19. The COL apprenticeship service works closely with managers to ensure that they fully understand the implications of working with young inexperienced apprentices.

20. The COL apprenticeship service has also facilitated two training information workshops for managers. The purpose of these workshops was to provide information and guidance to support the start of their apprentice/s.
21. These sessions have proved to be useful to managers; The service is in the process of producing a manager's guidance booklet. This information will support the apprentices training requirements.
22. Employment/apprentice contracts have been given to 20 of the 29 apprentices (as of 21 June 2017). Nine contracts remain to be issued. The delays are largely due to the slow return of individual references for candidates. The training dates have also been planned – managers are fully aware of the day release/block release training requirements as they form an essential part of the apprenticeship programme.
23. This aspect of the programme is fully supported by COL's Human Resources team.
24. The first induction event for all first cohort apprentices, some managers and senior COL officers has now taken place. The event was recorded by London Live and promoted through internal media channels. The advertisement for vacancies for the second cohort will be posted shortly.
25. Discussion is taking place with some departments about the recruitment campaign for the third apprentice cohort. The aim is to prepare the promotional campaign for late autumn 2017.
26. The COL programme beginning in May 2017 has successfully recruited the first of its four cohorts across the year. Although the initial focus has been on recruiting apprentices at Levels 2 and 3, apprentices have the opportunity to engaging with a programme that is likely to develop higher level apprenticeships in future years.
27. The COL delivery service has a dedicated member of staff with responsibility for brokering all external training requirements. This delivery arrangement is working well.
28. The service continues to receive a number of expressions of interest from external businesses seeking support for the delivery of their own apprenticeships. While the apprenticeship service continues to support a number of existing business clients to deliver apprentices the current priority is to focus on the COL's apprenticeship target of engaging and retaining 100 apprentices in 2017/18 .
29. The service is currently able to offer initial advice to potential new business clients and records any expression of interest. Recruiting 43 new apprentices for the Corporation programme over the next two months will be very resource intensive but if this is successfully completed officers would be happy to review the current position in relation to external businesses and report back to committee.

30. The support systems such as the correct End Point Assessment organisation are now in place for all internal training courses. The online tracking and monitoring arrangements for all relevant course areas are now in place. Managers will be invited to attend training workshops to learn how to maximise the use of this system.

Corporate & Strategic Implications

31. The approach to deliver the COL apprenticeship programme as set out in this report supports the priorities and delivery of the Corporate Plan, Education Strategy, and Children and Young People's Plan. It is also integral to the forthcoming Employability Strategy that has been discussed at Policy and Resources Committee earlier this month.

Conclusion

32. This report provides an update of the progress towards achieving the new COL annual target of 100 apprentices. The delivery approach has worked well so far. The planned recruitment target for the first cohort of apprentices was 25, and this has been exceeded with a total of 29 apprentices accepting offers of employment and training. The Apprentices Safeguarding induction has taken place and training courses and start dates have been assigned to each apprentice.

33. A report was presented to committee in January 2017 requesting additional support for staff resources to expand the apprenticeship service. This support was made available and, as a result, the service is able to deliver a more comprehensive support service to managers and apprentices.

34. The service will evaluate the activities from the first cohort and put in place strategies for continuing improvement.

Appendices

- None

Barbara Hamilton
Head of Adult Skills and Education Service, Community and Children's Services

T: 0207 332 1755

E: Barbara.Hamilton@cityoflondon.gov.uk

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Committee	Dated:
Community and Children’s Services	14/07/2017
Subject: Joint Health and Wellbeing Strategy and Action Plan	Public
Report of: Director of Department of Community and Children’s Services	For Decision
Report author: Poppy Middlemiss, Strategy Officer (Health and Children)	

Summary

This report presents the *City of London Joint Health and Wellbeing Strategy and Action Plan* for information.

The Strategy sets out the City of London Health and Wellbeing Board’s commitment to improving the health of City residents, workers and rough sleepers against five key priorities. These are:

- Priority 1: Good mental health for all
- Priority 2: A healthy urban environment
- Priority 3: Effective health and social care integration
- Priority 4: Children have the best start in life
- Priority 5: Promoting healthy behaviours.

Recommendation

Members of Community and Children’s Services Committee are asked to:

- Note the contents of this report and the *Joint Health and Wellbeing Strategy and Action Plan*.

Main Report

Background

1. The Health and Social Care Act 2012 requires Health and Wellbeing Boards to produce a Joint Strategic Needs Assessment (JSNA) and Joint Health and Wellbeing Strategy (JHWS).
2. Although local authorities are required to provide certain mandated public health functions under the Act, such as the National Child Measurement Programme, the majority of public health functions are non-mandated, and levels of provision must be determined locally, according to need.
3. The *City and Hackney Joint Strategic Needs Assessment* and the *JSNA City Supplement* pull together data from a range of sources to describe the health

needs of the different population groups in the City. They make a number of key recommendations for service provision based on the level of need. JSNA findings form the evidence base for this Strategy and enable us to understand the particular health problems faced by people in the City of London.

4. This Strategy also draws on existing local strategies and plans, such as the City of London Corporation's Corporate Strategy and the Clinical Commissioning Groups's strategic vision. The Strategy was delivered through consultation with a range of stakeholders, including a series of local events and engagement with residents and workers in the City of London, which have been used to shape its priorities.
5. The Strategy was also subject to a six-week period of public consultation which ended on 13 January 2017. There were 27 responses to the consultation, including from residents, workers, service providers, organisations and teams within the City of London Corporation.
6. The consultation found that most respondents agreed with the five priorities. Air quality issues formed the primary focus of the responses. There was also, however, some concern that Priority five (Promoting healthy behaviours) could restrict personal choice. Changes were made to the Strategy to reflect these concerns.

Current Position

7. The Health and Wellbeing Board approved the Joint Health and Wellbeing Strategy on 27 January 2017. The Board approved the Joint Health and Wellbeing Strategy Action Plan on 16 June 2017.
8. The JHWS covers the three-year period from 2017/18 to 2020/21. The Action Plan will be refreshed annually to reflect the changes that have taken place over the year, and to ensure that the Corporation is compliant with its statutory obligations.
9. The Strategy identifies the following priorities to improve health and wellbeing in the City of London:
 - Priority 1: Good mental health for all
 - Priority 2: A healthy urban environment
 - Priority 3: Effective health and social care integration
 - Priority 4: Children have the best start in life
 - Priority 5: Promoting healthy behaviours.
10. The *Joint Health and Wellbeing Strategy and Action Plan* outlines how we will deliver the vision and priorities of the Joint Health and Wellbeing Strategy, and has been developed in conjunction with the Health and Wellbeing Advisory Group. Members of the Health and Wellbeing Advisory Group include senior officers across the Corporation whose work contributes to improving the health and wellbeing of City residents, workers and rough sleepers. They include officers from Markets and Consumer Protection, HR, Housing, Libraries and Community

Safety. The City of London Police are also represented. Progress on the Action Plan will be reported to the Health and Wellbeing Board every six months.

11. This Strategy is not a stand-alone document and will support and offer direction to a number of complementary strategies which focus on specific areas of improving health and wellbeing in the City. These strategies include the following:

- CCG Commissioning Strategy
- Mental Health Strategy
- Children and Young People's Plan
- Homelessness Strategy
- Carers' Strategy
- Air Quality Strategy
- Noise Strategy
- Suicide Prevention Action Plan
- Violence Against Women and Girls Strategy.

12. The Department of Community and Children's Services will be a key player in the implementation of the Joint Health and Wellbeing Strategy and Action Plan.

Corporate & Strategic Implications

13. The Joint Health and Wellbeing Strategy supports the City of London's Corporate Plan aim to provide modern, efficient and high-quality local services within the City for workers, residents and visitors and to provide valued services, such as education, employment, culture and leisure, to London and the nation.

14. It also supports the following priority from the Department of Community and Children's Services Business Plan: Priority two – Health and Wellbeing: Promoting the health and wellbeing of all City residents and workers and improving access to health services in the City of London.

Health Implications

15. The Joint Health and Wellbeing Strategy will have a positive impact on health and wellbeing in the City of London.

Conclusion

16. The City of London Corporation has a statutory requirement to produce a JHWS outlining its commitment to improving the health of City residents, workers and rough sleepers.

17. Community and Children's Services Members are asked to note the content of this report and adopt the Joint Health and Wellbeing Strategy set out in Appendix 1.

Appendices

- Appendix 1 – Joint Health and Wellbeing Strategy
- Appendix 2 – Joint Health and Wellbeing Strategy Action Plan

Poppy Middlemiss

Strategy Officer, Health and Children
Department of Community and Children's Services

T: 020 7332 3002

E: poppy.middlemiss@cityoflondon.gov.uk

**Joint Health and Wellbeing Strategy
City of London Corporation
2017/18-2020/21**

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1 Foreword

Message from the Chairman of the City of London Health and Wellbeing Board



I am delighted to be able to present the City of London Corporation's Joint Health and Wellbeing Strategy 2017 – 2021, which draws together the work of many key organisations working in partnership to improve the health and wellbeing of people in the City of London.

The health and wellbeing demands in the City are distinctive and this Strategy reflects this. Everyone who lives, works and visits the City has a right to good health. The City Corporation is committed to its vision to work in partnership to achieve longer, happier, healthier lives in the City of London. The vision for this Strategy provides a framework to make the biggest difference over the next few years.

Achieving the priorities within this strategy will require leadership from the board and active engagement from the range of partners including commissioners and providers of services, community and voluntary sector groups, and the wide range of organisations that come into contact with citizens on a daily basis including employers and schools.

We would like to thank all those who have contributed to the development of this strategy and, most importantly, all those working to continue to improve the health and wellbeing of local residents, workers and rough sleepers.

Deputy Joyce Nash OBE

A handwritten signature in black ink that reads "Joyce Nash." The signature is written in a cursive, slightly slanted style.

Chairman of the Health and Wellbeing Board

2 Introduction

The Health and Social Care Act 2012 places health and wellbeing boards at the heart of planning to transform health and social care and achieve better standards of health and wellbeing for the population. Health and wellbeing boards have a number of core responsibilities. These include assessing the health and wellbeing needs of the local population through the Joint Strategic Needs Assessment (JSNA) and preparing a joint health and wellbeing strategy.

The aim of a joint health and wellbeing strategy is to jointly agree what the most important issues are for the local community based on evidence in JSNAs, what can be done to address them, and what outcomes are intended to be achieved (Department of Health, 2012).

The City of London contains several populations in one place (residents, workers, rough sleepers and other people who visit the City everyday), with different needs and health issues. This strategy therefore considers three distinct populations with different needs and mental health issues: residents, City workers and rough sleepers.

The City of London's Health and Wellbeing Board¹ exists to improve the health and wellbeing of these communities within the City of London and to reduce health inequalities across the Square Mile. It brings together leaders across the health and care system to provide collective leadership on a range of complex and cross-cutting challenges which impact on the health and wellbeing of local people.

Health and wellbeing outcomes and inequalities are driven by a range of factors, some of which individuals have little control over. Others are the result of behaviours which in turn are heavily influenced by people's circumstances and environment, such as income, employment and living conditions. This strategy will address those factors which affect the health of the population within the City of London.

3 Background

3.1 The City

The City of London has the highest daytime population of any local authority area in the UK, with hundreds of thousands of workers, residents, students and visitors packed into just over a square mile of densely developed space. The City of London also has the sixth highest number of rough sleepers in London.

The City Corporation is responsible for local government and policing within the Square Mile. It also has a role beyond the Square Mile, as a port health authority, a sponsor of schools, and the manager of many housing estates and green spaces across London.

¹ Details of the Health and Wellbeing Board meetings, agendas and membership can be found here: <http://democracy.cityoflondon.gov.uk/mgCommitteeDetails.aspx?ID=994>.

The *City and Hackney Joint Strategic Needs Assessment* pulls together data from a range of sources. It is supplemented by a City specific document which describes the health needs of the different communities in the City, and makes a number of key recommendations for service provision based on levels of need. These findings form the evidence base for this strategy and enable us to understand the particular health problems faced by people in the Square Mile.

The City borders seven London boroughs and residents often have to access services that are delivered outside the Square Mile. The catchment area of the City's only GP practice does not cover the whole City, so residents in the east access primary care services from Tower Hamlets GPs. This means we must also work closely with Tower Hamlets CCG to ensure residents' needs are met.

Public Health in the City of London has a strong relationship with the London Borough of Hackney. City and Hackney share a Director of Public Health and a Clinical Commissioning Group. A number of public health services are also commissioned in partnership with the London Borough of Hackney. While most public health services are focussed on the resident population some public health services are also commissioned for City workers.

In surveys, the City scores highly as a place to live and work and it has excellent transport links and cultural services. The City is an urban area, and suffers from poor air quality. Particulate matter and nitrogen dioxide levels are both very high, and there are a high number of noise complaints. There are numerous open spaces in the City but they tend to be small in size.

3.2 City residents

The latest population estimates from the Office of National Statistics places the City's resident population at 8,760 – a figure which is projected to increase. Those aged 65 and over are projected to contribute the most to this growth, with their numbers increasing rapidly in the next decade. This is likely to create increased demand for health and social care services in the future.

In contrast, there are relatively few children in the City. The City's children mainly live in dense pockets of housing with some areas experiencing high levels of deprivation. The City of London has a diverse range of ethnicities and religious faiths. Around 300 children and young people receive some additional services through Special Educational Needs and Disability (SEND) Support because they go to school in the City (281 children in January 2016) or because they live in the City. An estimated 78% of the City of London population is white British; however, approximately 40% of children are from black or ethnic minority groups compared to 21% nationally, the Bangladeshi community form the second largest ethnic group in the City of London.

There has been improvement in the City's deprivation ranking in recent years, however significant gaps remain between the areas of Portsoken (within 40% most deprived LSOAs) and Barbican (10% least deprived).

The City of London has several educational institutions so is also home to students who board and travel in during the day.

3.3 City workers

Around 415,000 people work in the Square Mile, and this is expected to grow rapidly over the next decade. City workers are mainly aged between 20 and 50, with a higher proportion of men. City workers tend to be healthier than the general population because they are younger, although lifestyle factors such as smoking, alcohol consumption, levels of physical activity and diet have an impact.

3.4 Rough sleepers

In 2015-16 the City had the sixth highest number of rough sleepers among London local authorities. On average 20-25 people sleep on the streets of the City of London every night. The vast majority are male and include those new to the streets as well as longer term rough sleepers. Those that find themselves homeless on the streets are especially vulnerable to crime, drugs and alcohol, and at high risk of physical and mental illness and premature death. Many people come to the streets with complex issues, some have limited entitlement to services and some are resistant to support and treatment. Homelessness can be both a cause and a consequence of major problems for an individual's health, both physical and mental.

4 How are we going to achieve our vision?

4.1 Our vision

This strategy is underpinned by the following vision:

Working in partnership to achieve longer, happier, healthier lives in the City of London

4.2 How this strategy will deliver our vision

The key role of this strategy will be to inform commissioning and service planning – to ensure the City's priorities are met within wider partnership approaches and service commissioning from 2017/18. We expect that both commissioners and service providers will seek to implement the strategy in the specification, planning and delivery of services. We will also expect continued integration wherever this can deliver better health outcomes and a better experience for patients and service users.

By implementing our strategy we want to reduce the differences in health across the Square Mile, for those who live and work here. We will use evidence of effectiveness to inform what we do and we will get the best value from our resources. We will invest in prevention and early intervention. We also want more people to have a positive experience of care and support. This means that access to services should be fair and transparent, provision of services should be timely and the location should be appropriate. Wherever possible, people should be supported in the community, close to their homes, friends and families.

Care and support should give people the greatest possible level of choice and control over their lives and should be tailored to meet their individual needs.

4.3 The role of our Health and Wellbeing Board

The Health and Wellbeing Board's role will be to champion the vision and priorities of the strategy and to hold delivery partners to account. This will require the Board to provide robust challenge to work being delivered across the system and show action-focused leadership if barriers exist and are preventing progress. This may include Board members working to actively drive change in their own organisations, or looking together at how resources are used across different agencies and partners for maximum impact. Monitoring progress, and seeing how the strategy is leading to real change for residents, workers and rough sleepers, will enable the Board to make the right interventions at the right time. The detail of this action is given below in section 9.

5 Strategic context

5.1 National context

The NHS is facing growing financial and service pressures during a time of rising demand. The NHS Five Year Forward View², published in October 2014, is set in this context. It sets out a new shared vision for the future of the NHS emphasising the need to move to place based systems of care where organisations are collaborating and using their resources collectively to meet the needs of the local population in the most appropriate and effective way. It also sets out the challenges to be addressed in the NHS around finance and efficiency, improving the health of the population and providing quality care.

5.2 Local context

Since the last Joint Health and Wellbeing Strategy policy our Corporate Plan (2015 – 2019) has been approved. This is the City Corporation's main strategic planning document and provides a framework for the delivery of services. It sets aims that include a commitment to maintaining high quality, accessible and responsive services benefiting its communities, neighbours, London and the nation³. This strategy supports the delivery of the Corporate Plan and will in turn provide strategic direction to other strategies and action plans, including those on social care, housing, transport, employment and working with businesses.⁴

² <https://www.england.nhs.uk/wp-content/uploads/2014/10/5yfv-web.pdf>

³ (<https://www.cityoflondon.gov.uk/about-the-city/how-we-make-decisions/Documents/corporate-plan-2015-19.pdf>)

⁴ CCG Commissioning Strategy; Mental Health Strategy ; Children and Young People's Plan; Homelessness Strategy; Carers' Strategy; Air quality Strategy; City of London Commissioning Prospectus – Services for Children and Young People; Noise Strategy; Suicide Prevention Action Plan, VAWG strategy.

The strategy is also informed by the City and Hackney CCG Five Year Strategic Plan (2014 – 2019)⁵, which outlines its strategic vision as:

- patients in control of their health and wellbeing;
- a joined-up system which is safe, affordable, of high quality, easy to access, saves patients' time and improves patient experience;
- everyone working together to reduce health inequalities and premature mortality and improve patient outcomes;
- getting the best outcomes for every pound we invest through an equitable balance between good preventative services, strong primary and community services and effective hospital and mental health services which are wrapped around patient needs;
- services working efficiently and effectively together to deliver patient and clinical outcomes and providers in financial balance.

5.3 Sustainability and Transformation Plans

In December 2015, NHS England required local areas to produce five year Sustainability and Transformation Plans (STP) to set out how local areas proposed to meet the challenges set out in the Five Year Forward View. The City Corporation is part of the North East London STP. This includes eight local authorities, seven CCGs and three acute hospital trusts (Homerton University Hospital Trust, Barts NHS Health Trust and Barking, Havering and Redbridge University Hospitals Trust).

5.4 Locality Plans

CCGs and their partner local authorities are developing two to five year locality plans to address local issues highlighted in local health and wellbeing strategies as well as contributing to delivering the wider STP ambitions. This allows City of London specific priorities around social isolation, the health of workers and cross boundary issues to be addressed in the locality plan.

5.5 Devolution pilot and integrated commissioning

Separately to the STP, the London Borough of Hackney and City & Hackney CCG along with local health providers were approved as a devolution pilot. This allows them to explore the delegation of powers to a local level to better support the achievement of plans. This aims to accelerate the transformation of the local health and care system in Hackney so that it is financially and clinically sustainable and provides improvements in health, care and wellbeing outcomes. The City Corporation and the CCG have been working closely to ensure that devolution brings advantages and improved outcomes to the City, where its needs are specific.

The devolution proposal committed to exploring joint commissioning between the CCG and the local authority social care and public health functions. A commitment has been made to

⁵<http://www.cityandhackneyccg.nhs.uk/Downloads/About%20Us/Equality%20and%20diversity/5%20YEAR%20PLAN%20UPDATE%20final.pdf>

explore this for the London Borough of Hackney. As the City Corporation is not part of the devolution pilot, the CCG is keen to establish a similar arrangement with the City Corporation to mirror those in Hackney to ensure an equitable approach across the CCG area.

6 Progress since the last strategy

This is the second City of London Joint Health and Wellbeing Strategy, following the first which covered the period from 2013-2016. The Health and Wellbeing Board has successfully overseen the transition of statutory powers from PCTs to Local Authorities and CCGs and has helped both organisations to consider how to mainstream health and wellbeing considerations throughout their work.

Since the last Health and Wellbeing Strategy, we have worked hard to develop a public health offer to City workers. Business Healthy, a community and online resource for business leaders launched in April 2014, aims to engage and educate businesses on a wide range of health issues through blogs, events and round table discussion. Business Healthy now has 477 members. This initiative was recognised as demonstrating a high level of excellence by the Royal Society for Public Health, which awarded it the three year Health and Wellbeing Award for 2014-2017.

We have worked hard to improve mental wellbeing in the City. We have developed a mental health strategy and accompanying action plan which is being successfully implemented. We have also developed a suicide prevention action plan and are working closely with partners to reduce suicide attempts in the City of London. Actions have included placing signs to encourage people to seek help on City of London bridges and training frontline staff and the members of the public in how to recognise and help someone who is considering suicide.

We have also commissioned new services aimed at promoting healthy behaviours. These include a new integrated smoking, alcohol and substance misuse service called Square Mile Health, and a health check, weight management and physical activity service called City LivingWise.

With Hackney, we have jointly commissioned public health services for children living in the City of London including CHYPS Plus⁶, a holistic clinical and education service for 5-19 year olds with an emphasis on sexual health. We have also taken on responsibility for 0-5 year olds, and have commissioned a new health visiting service that provides additional support for more vulnerable mothers.

The Health and Wellbeing Board has contributed to the development of the City of London air quality and noise strategies which aim to create a healthier environment for those who live and work in the City of London

⁶ City and Hackney Young People's Service

7 Developing this strategy

Within the City, the size of the resident population presents a number of challenges to strategic planning. It is often difficult for us to get meaningful data about health needs, trends and service provision, given very small sample sizes. We also have a huge number of commuters entering the City every day, about whom very little information is collected.

For this reason, it is even more vital that we use a combination of quantitative evidence from the JSNA and other health needs assessments, combined with local and community intelligence, to determine our priorities.

The *City and Hackney Joint Strategic Needs Assessment* and the *JSNA City Supplement* pull together data from a range of sources to describe the health needs of the different population groups in the City, and make a number of key recommendations for service provision based on the level of need. JSNA findings form the evidence base for this strategy and enable us to understand the particular health problems faced by people in the Square Mile.

The information from the JSNA has helped identify our priorities by looking at the number of people affected, impact on health and wellbeing, scope for improvement, inequalities, deprivation and disadvantage and unmet need.

There has also been engagement and consultation with a range of stakeholders, including a series of local events and formal engagement with residents and workers in the City of London, which have been used to shape the priorities within this strategy.

Business Healthy members who represent businesses with an interest in workplace health in the Square Mile have also been asked for their views on the challenges they face in supporting the mental health of their employees.

8 Priorities

8.1 Guiding Principles

The Marmot Review in 2010, 'Fair Society, Healthy Lives' proposed evidence based strategies for reducing health inequalities, including addressing the social determinants of health in England from 2010. The Marmot Review concluded that reducing health inequalities would require action from government on six policy areas. The City's Health and Wellbeing Board recently revisited the Marmot principles, in light of developments made in the past six years, as well as considering what was within scope for a health and wellbeing board and strategy to achieve alone. Where appropriate and within scope, the strategy will strengthen and support the delivery of the Marmot principles. The board agreed that the Marmot principles would be the starting point for their own set of six principles. These are:

1. Support parents and local services to give every child the best start in life

2. Enable all children, young people and adults to maximise their capabilities and have control over their lives
3. Encourage fair employment and good work for all, including helping people to maintain a work-life balance
4. Encourage a healthy standard of living for all
5. Create and develop healthy and sustainable places and communities
6. Strengthen the role and impact of ill-health prevention

8.2 Priority 1: Good mental health for all

8.2.1 Why this is a priority:

Poor mental health is one of the most significant and pervasive issues facing our society. One in ten children and one in four adults will experience a mental health problem at some point in their life. Depression and anxiety, the most common and widespread mental health problems, are also known to disproportionately affect more deprived sections of society, contributing to lower quality of life. Poor mental health in the City of London affects each of the three main communities addressed within this strategy: residents, workers and rough sleepers.

The increasing number of older residents, particularly those living alone, is likely to result in increased levels of social isolation and depression. It is also known that people with long-term conditions are 2-3 times more likely to experience mental health problems. Carers are also particularly vulnerable to mental health issues. Other issues such as unemployment and poor housing can contribute to mental ill health.

For many City workers the high pressure, competitive nature and long working hours of City roles may also trigger stress and mental health issues including anxiety, depression and risk-taking behaviours. Previously, periods of severe economic problems and job instability have had an adverse effect on the mental health of worker populations.

Around 45% of rough sleepers in the City have, or have had, a mental health problem, making this group a significant focus for mental health services⁷.

The City's location and distinctive infrastructure including the high rise buildings, rail and underground networks and the River Thames provide different means for suicide. The City of London has three populations at risk of suicide: those who live in the City, those who work in the City and those who travel to the City with the specific intention of committing suicide.

8.2.2 What we will achieve:

Our ambition is for more children, adults and older people in the City of London to have good mental health

⁷ (CHAIN database 2012/13).

We aspire for fewer people to develop mental health problems and for more people with mental health problems to be able to recover, have a good quality of life and a positive experience of care and support. We will keep people well through prevention and early support. People should be equipped with the tools to manage their conditions, with a focus on preventing relapse or escalation of existing problems.

We will better understand the needs of City workers and improve early identification of depression, anxiety and substance misuse. We need to encourage all City businesses to be great employers who are committed to the health and wellbeing of their workforce and provide support for workers with mental health problems.

We need to identify, assess and respond quickly to mental health issues amongst rough sleepers in the City, providing them with services that are compatible with lifestyles that may be chaotic and hinder engagement with standard treatment models.

We will respond effectively to people in crisis and prevent suicide where possible.

8.2.3 What we will do:

The City Corporation will work together with the City of London Police and City and Hackney CCG to deliver this priority. Action plans to increase the focus and strengthen our combined efforts to improve mental health and wellbeing in the borough will be developed in a number of key areas including:

- Work with commissioning partners to improve services in order to create a parity of esteem between mental health and physical health services
- Providing services and support to residents in their communities to overcome isolation, build resilience and increase social connections
- Promoting workplace mental health and wellbeing and improve employment outcomes
- Deliver public mental health services that support early identification of mental health problems and improve early identification both through healthcare pathways and in our work with the community
- Provide tailored support for people who are homeless or sleeping rough, taking into account issues such as ability to commit to treatment, chaotic lifestyles and dual diagnosis
- Improve our knowledge of the mental health needs of children and young people in the City of London in order to improve our commissioning and provision of child and adolescent emotional wellbeing and mental health services
- Implement the actions on the Suicide Prevention Action Plan in partnership with the City of London Police to reduce suicide and attempted suicide and to respond effectively to people in crisis.

8.3 Priority 2: A healthy urban environment

8.3.1 Why this is a priority:

There is now strong evidence that the environment shapes health outcomes. A well-designed public realm with high quality green open space will encourage physical exercise, improve mental health and increase biodiversity. As such a spatial planning policy should be used to deliver improvements to health and wellbeing.

Poor air quality contributes to shortening the life expectancy of all Londoners, disproportionately impacting upon the most vulnerable. Poor air quality exacerbates heart and lung conditions such as asthma and chronic obstructive pulmonary disease. Public Health England measures show that the City of London is the worst in the country for air quality with 8.4% of early deaths attributable to particulate matter in 2013. The City of London Air Quality Strategy outlines our commitment to fulfil our obligations for air quality management and how we will monitor the effectiveness of policies and measures that are introduced to reduce levels pollution.

The City of London inevitably experiences relatively high levels of noise and the City Corporation now receives around 1,100 noise complaints per year (up from around 750 per year in 2011). Managing noise in the City is a considerable challenge due to density of development and the vast transport network. High levels of noise not only cause disturbance to residents in their homes, but can also disrupt business activity in the City and spoil the visitor experience. The City Corporation has a statutory responsibility to manage and minimise exposure to excessive and sometimes unnecessary noise. The City of London Noise Strategy brings together and updates policies and programmes that are already in place to manage and mitigate noise. It also proposes additional measures which together with existing ones should improve management of noise in the City.

Whilst gathering ideas from residents and workers in the Square Mile, a lack of green space, community space and space to exercise came up repeatedly as a health and wellbeing issue. The City of London has a network of gardens, churchyards, parks, plazas and highway planting, which are often smaller than 0.2 hectare but are intensively used. Green spaces can play a role in promoting healthy lifestyles, reducing stress and preventing illness. They can also help with social inclusion by providing a space to socialise.

The condition, affordability and availability of the housing stock is a major influence on the borough's capacity to reduce inequality. Where people live and the quality of their home have a substantial impact on health; a warm, dry and secure home is associated with better health. The housing in the City is different from other areas: 90% of flats are 2-bed or smaller and overcrowding is an issue.

The City of London has a relatively high number of those killed and seriously injured on England's roads, (173 people from 2012-2014). This is a similar rate to other inner City London Local Authorities which have a high number of visitors each day. Elevated City High Walks have played a key part in addressing this and improving pedestrian safety.

Poor diets and poor nutrition are key contributors to excess weight, obesity, and tooth decay. The local food environment plays as important part, as it affects food and alcohol availability and the ability to make healthy choices. Influencing the availability, presentation,

and prices of healthier options can encourage consumers to reassess their preferences and make alternative choices. The City of London has a high proportion of food outlets. However food prices are often extremely high, as retailers focus their business on attracting daytime workers rather than addressing the needs of resident families.

8.3.2 What we will achieve:

Our ambition is to create a healthy place for people who live, work in and visit the City of London.

We want health to be considered in all policy and decision making areas within the City Corporation. Health in All Policies (HiAP) is a collaborative approach to improving the health of all people by incorporating health considerations into decision-making across sectors and policy areas. HiAP is a response to a variety of complex and often inextricably linked problems. These include the increase in people living with chronic illness and long-term illness linked to our ageing society, growing inequality and health inequalities, climate change and the need for effective and efficient strategies for achieving society's goals with shrinking resources.

We will create a healthier environment with healthy food and drink options, particularly in those areas in which residents live and that are more deprived. We want to enable our residents and workers to make choices that will improve their health.

8.3.3 What we will do:

- Ensure health and wellbeing issues are embedded into the Local Plan and major planning applications
- Tackle unhealthy environments by delivering improved infrastructure for safe active travel and by providing easy access to healthy and affordable food in the local area
- Encourage retailers of healthy food in under-served, low-income neighbourhoods and/or to encourage existing retailers to offer more healthy products
- Introduce voluntary smoking bans in areas where more vulnerable people congregate for example outside schools
- Oversee the implementation of the air quality strategy and support the implementation of low emission neighbourhoods
- Oversee the implementation of the noise strategy.

8.4 Priority 3: Effective health and social care integration

8.4.1 Why this is a priority:

The integration of health and social care services is a well-established principle as it provides a better patient and service user experience, more effective services and can contribute to financial savings.

The City Corporation already works in an integrated way across the health and social care system but there have been limitations to this in terms of organisational boundaries and legal frameworks.

With growing financial and service pressures at a time of rising demand in health services, NHS England published a five year plan to address some of the challenges arising from this and encouraged health and social care organisations to work more closely together to address them. This is set out in further detail in the local Sustainability and Transformation Plan and for City and Hackney and in the emerging locality plan.

Working more closely together can involve health and social care services commissioning or delivering services in new ways.

8.4.2 What we will achieve:

Our ambition is to ensure that the further development of integrated health and social care services reflect and meet City residents needs effectively.

8.4.3 What we will do:

- Work with City and Hackney and Tower Hamlets CCGs to promote City resident needs and ensure access to any emerging integrated service models for City residents
- Utilise opportunities such as the Better Care Fund to develop schemes which facilitate integration across health and social care for City of London residents
- Explore different and innovative ways of commissioning and delivering services in an integrated way.

8.5 Priority 4: All Children have the best start in life

8.5.1 Why this is a priority:

Giving every child the best start in life was highlighted in the Marmot Review as the highest priority for reducing health inequalities. Prevention and early intervention in the first years of a child's life has a significant positive impact for a child's outcomes. It can break the links between early disadvantage and poor outcomes later in life such as emotional and behavioural difficulties, under-attainment at school, truancy and exclusion, criminal behaviour, drug and alcohol misuse, teenage pregnancy and the need for statutory social care. Early years are often called the foundation years because this is when behaviours are established that last well into adolescence and adulthood – these include oral health (e.g. tooth brushing habits are established by the age five years), dietary habits and disposition to physical exercise.

Babies generally receive a good start in life in the City of London: there is good breastfeeding uptake, low numbers of underweight babies' born and low numbers of women who are smokers at the time of birth. However, there is still room for improvement.

National indicators show that child poverty in the City of London is still present and persistent in parts of the City. Official figures show 10.3 per cent of City children (under 16) were living in poverty in 2013. Data shows that vaccination rates for MMR are below average compared to both regional and national rates.

Nationally, oral health has been identified as an issue for children's health. Public Health England's oral health survey shows that almost a quarter of children aged 5 years suffer from tooth decay. It should be noted that tooth decay brings a huge cost to health services.

The City of London Children and Young People's Plan includes the priority to improve physical and emotional health and wellbeing from conception to birth and throughout life which this strategy supports.

8.5.2 What we will achieve:

Our ambition is for every child to realise their full potential, helping them to prepare from an early age to be self-sufficient and have a network of support that will enable them to live independent and healthy lives.

Every City of London baby will have the best possible health at birth, have good nutrition and maintain a healthy weight, be protected from ill health, injuries and physical and mental health problems and have a positive relationship with their parents.

We will improve the environment in which children and young people live, learn, work and play so that our young people grow up in environments that are supportive to their health and wellbeing. This includes working with families to address and improve whole-family wellbeing. We want fewer children in the City of London to grow up in poverty.

8.5.3 What we will do:

We will act with partners to give all children and families the best start in life. This will include offering early help to have healthy lifestyles and good physical and mental health, integrating healthy behaviours into everyday routines to prevent problems at a later stage, and providing an ongoing and rounded offer of support once children leave school. Support is provided at this stage of life from maternity services, health visitors, GPs, children's centres and many others.

We will:

- Evaluate our current parenting programmes with a focus on learning from best practice to inform the use of resources and promote to increase uptake
- Promote good oral health, particularly for those under 5 years old
- Work with the London Borough of Hackney to review our approach to childhood obesity and agree a revised strategy
- Ensure front line staff (health visitors, GPs, housing and children's services staff) are working together to support parents and to help parents to access employment, education and training opportunities (Make every contact count)

- Use the influence we have to increase the uptake of childhood immunisations to achieve herd immunity
- Involve children and young people in co-designing mental and physical health services to ensure they are relevant, convenient, acceptable and accessible for them
- Enable children and young people to monitor and find sources of support to improve and maintain their own health
- Develop an integrated health promotion offer for children and families focused on breastfeeding and good nutrition, oral health, play and physical activity, immunisation and tobacco free homes
- Close the gap in outcomes for children and young people in vulnerable groups.

8.6 Priority 5: Promoting healthy behaviours

8.6.1 Why this is a priority:

Smoking: Guidance from the National Institute for Health and Care Excellence (NICE) states that tobacco use is the single greatest cause of preventable deaths in England – killing over 80,000 people per year.

The 2016 City of London Health Profile shows that adult smoking is slightly better (lower) than the England average for residents; although it is known that smoking levels are higher in Portsoken ward than the rest of the City. Amongst City workers smoking levels are known to be higher than the general population due to the stressful nature of their jobs and the predominance of white males. A survey of City workers in 2012 reported that 24.7% of respondents were smokers, representing approximately 91,000 people. This was above the average for both London (17%) and England (20%).

Alcohol: NICE advises that alcohol consumption is associated with many chronic health problems including psychiatric, liver, neurological, gastrointestinal and cardiovascular conditions and several types of cancer. Alcohol is also linked to a number of social problems, including recorded crime assaults and domestic violence.

The 2016 City of London Health Profile shows that hospital admission for alcohol related harm are better (fewer) than the England average. The 2012 report 'insight into City drinkers' found that nationally around one in four people (24.2%) drink at increasing or higher risk levels. Amongst the sample of 740 City workers the figure was closer to one in two (47.6%).

Drugs: Being dependent on a drug can lead to physical illness, mental health problems, relationship problems and financial difficulties. The age profile and stressful nature of jobs puts City workers at higher risk of drug misuse. Rough sleepers in the City of London also have high needs relating to alcohol and drugs.

Sexual health: HIV prevalence in the City of London is the third highest of all London local authorities, (after Lambeth and Southwark) at 12.78 per 1,000 of the population age 15-59. This is much higher than the regional (5.85) and national (2.22) averages. Genitourinary Medicine (GUM) attendances by those recorded as City of London residents are amongst

the highest in London and the country, with over 2,100 attendances in 2015/16. There have been increases in diagnoses of Sexually Transmitted Infections in the City of London over the last five to six years for all of the five major STIs. It is likely that some of these attendances and STI diagnoses are attributable to City workers who are using a business postcode for extra anonymity when accessing sexual health services.

The transformation of sexual health services in London presents an opportunity to reduce costs and improve outcomes for users of sexual health services. A key strand of this transformation is the establishment of a new sexual health e-healthcare service that allows service users to order testing kits online and receive results by text message, email or post. The City of London has accepted a formal request from the leader of the London Sexual Health Transformation Programme, on behalf of the participating London boroughs, to take the Lead Authority role for this new service for London.

8.6.2 What we will achieve:

Our ambition is for partners to work together to reduce harmful behaviours amongst the resident, working and rough sleeper populations in the City of London with a reduction in the associated health inequalities, crime and disorder.

We intend for fewer people in the City of London to start smoking or become dependent on drugs and alcohol. We will help more people to quit smoking, leading to fewer people with smoking-related health conditions and fewer smoking-related hospital admissions.

We want to see a reduction in the number of City workers who smoke or are dependent on alcohol or drugs. Positive messages about the benefits of not smoking and reducing alcohol will be communicated by all Health and Wellbeing Board partners. Employers will be engaged to break the culture of risk taking behaviours amongst their employees.

8.6.3 What we will do:

Addressing alcohol and drug misuse, particularly among the working population is a challenging issue for the City of London. We will;

- Raise awareness of the harms caused by alcohol, promote lower risk drinking and encourage a healthy approach to alcohol
- Raise awareness of the harms caused by a poor diets and lack of physical activity, promote healthier lifestyles and encourage a healthy approach to food
- Implement smoke free policies across the estates of Health and Wellbeing Board member organisations
- Extend smoke free zones to more parks and public areas
- Identify and support prevention projects aimed at families and young people
- Support smokers to quit using the full range of new technologies available
- Work with Business Healthy to engage employers to break the culture of risk taking behaviours amongst their employees
- Participate in cross-borough activity to better understand use of illegal tobacco and reduce its supply

- Expand our prevention work with students in schools, including independent schools within the City boundaries and work more extensively with voluntary and community groups
- Work with our commissioned service to ensure workers with drug or alcohol issues are referred to services in their home boroughs
- Increase the number of women who are able to access Long Acting Reversible Contraception (LARC)
- Increase access to STI testing using new technologies
- Support Rough Sleepers to engage with appropriate services to deal with drug and alcohol issues.

9 Delivering the strategy

We are committed to achieving our aims for health and wellbeing in the City over the next three years. We will focus on strong partnership working to join up health and social care, evidence-based commissioning to deliver effective services. We will also ensure we listen to the views of service users to ensure that they are being supported to achieve the best outcomes.

The strategy will be supported by a delivery plan and accompanying indicators that will be refreshed annually. This will be governed by the City of London Health and Wellbeing Board, who will measure and monitor progress. Progress on the indicators will be brought to the Health and Wellbeing Board every six months.

9.1 The Role of the Health and Wellbeing Board

To support the delivery of the priorities the Health and Wellbeing Board will:

- Bring partners together to ensure more joined up working, leading to improved access and better outcomes for residents
- Ensure the skills needed to identify, refer and support people with mental health needs are embedded in Board members organisations and across the health and care system
- Monitor and hold to account partners across the health and wellbeing system for improvements in timely access to effective help and support, with a focus on recovery
- Use its influence to advocate change in the perception, understanding and response to mental health conditions, addressing stigma and discrimination
- Lead and champion these changes, identifying new ways and opportunities to drive positive changes in outcomes and experience across partner organisations, with a key focus on addressing inequalities
- Champion early identification of those who are affected by drug and alcohol problems, by connecting people to the right support at the right time
- Lead by example of a major employer in the City of London by providing a healthy environment for staff.

- Actively engage businesses and other organisations in the City to become healthy employers
- Engage senior leaders across the health and social care system and champion the importance of early help and support during the start of a child's life and its contribution to outcomes later in life
- Agree Better Care Fund Plans and monitor their impact
- Consider any plans for integration which could potentially impact on City residents to ensure that their needs are met
- Consider the integration of health and social care services in their assurance of other plans and strategies.

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Joint Health and Wellbeing Strategy Action Plan City of London

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Joint Health and Wellbeing Strategy Action Plan/2017-2020

2017-202

Name	Joint Health and Wellbeing Strategy Action Plan		
Duration:	2017-2020		
Relevant strategies:	Noise, Air Quality, Social Wellbeing, Mental Health, Suicide Prevention,		
Board responsible for monitoring plan:	Health and Wellbeing Board		
Owner:	Consultant in Public Health		
Implementation date:	June 2017	Review date:	June 2018

Priority:	Good mental health For all				
Objective (if applicable):	For more children, adults and older people in the City of London to have good mental health.				
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
1.1	Implement the Mental Health Strategy and Action Plan <ul style="list-style-type: none"> Provide annual implementation and performance reports to the Health and Wellbeing Board Review and renew the strategy 	March 2015	March 2018 January 2018 January 2018	<ul style="list-style-type: none"> Reduced occurrence, severity and duration of mental ill health 	DCCS (Strategy Officer, Health and Children)
1.2	Implement the Suicide Prevention Action Plan <ul style="list-style-type: none"> Provide annual implementation and performance reports to the Health and Wellbeing Board 	June 2017	June 2020 June 2018	<ul style="list-style-type: none"> Reduction in suicides and suicide attempts in the City of London 	DCCS (Strategy Officer, Health and Children); City of London Police M&CP / Port Health & Public Protection (Lead Officer - Health & Safety)
1.3	Implement the Social Wellbeing Strategy and action plan <ul style="list-style-type: none"> Social Wellbeing Action Plan complete Annual update to Health and Wellbeing Board 	June 2017	June 2020 Sep 2017 June 2018	<ul style="list-style-type: none"> Increased wellbeing among target groups as measured by the Loneliness Measurement Tool 	DCCS (Strategy Officer, Housing and Adults)

Joint Health and Wellbeing Strategy Action Plan/2017-2020

Priority:		Good mental health For all			
Objective (if applicable):		For more children, adults and older people in the City of London to have good mental health.			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
1.4	Investigate the feasibility of creating a workplace health centre in the City, which would offer specific support for mental health, particularly for lower-paid City workers. <ul style="list-style-type: none"> Scoping document for workplace health centre to be taken to Health and Wellbeing board 	April 2017	December 2017 December 2017	<ul style="list-style-type: none"> Feasibility study complete 	DCCS (Public Health Consultant; Project Officer, Business Healthy)
1.5	Promote initiatives in the Square Mile that encourage employers to support staff with mental health issues, such as the Lord Mayor’s Appeal’s “This is Me – In the City” <ul style="list-style-type: none"> Business Healthy to recruit 10 new organisations to the This is Me campaign CoLC to promote the London Healthy Workplace Charter. 	June 2017 June 2017	June 2018 June 2020	<ul style="list-style-type: none"> Increased participation in initiatives and events by employers Increased use of relevant Business Healthy resources 	DCCS (Business Healthy Project Officer) M&CP / Port Health & Public Protection (Lead Officer - Health & Safety)
1.6	Signpost City workers and residents to support for mental health issues <ul style="list-style-type: none"> Promote 24/7 crisis hotlines with a marketing campaign targeting primarily resident and City worker males (using Kent’s Release the Pressure campaign) Follow up survey (September 2017) 	June 2017	17 th July 2017	<ul style="list-style-type: none"> advertising campaign in place increase in website traffic to MH service page of COL website Positive impact reported by survey 	DCCS /Public Health consultant; Project Officer, Business Healthy)
1.7	Identify those who may be at risk of financial abuse in the City of London and develop work to raise awareness of the range of risks/methods associated with this form of abuse and how residents can protect themselves. <ul style="list-style-type: none"> The co-ordination of data sharing between 	May 2017	May 2018 May 2018	<ul style="list-style-type: none"> Increased awareness and resilience to risk Reduction in financial abuse of children, young people and adults 	M&CP / Port Health & Public Protection (Trading Standards Manager) DCCS (Assistant Director, People)

Joint Health and Wellbeing Strategy Action Plan/2017-2020

Priority:		Good mental health For all			
Objective (if applicable):		For more children, adults and older people in the City of London to have good mental health.			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
	partners <ul style="list-style-type: none"> Identify vulnerable residents. An awareness and prevention leaflet circulated to residents. A proactive awareness-raising service offer developed for residents. A launch event to coincide with International Fraud Awareness week 		May 2018 June 2017 November 2017 November 2017		

Priority:		A healthy urban environment			
Objective (if applicable):		To create a healthy place for people who live in, work in and visit the City of London			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
2.1	Support the implementation of the Air Quality Strategy <ul style="list-style-type: none"> Develop and promote an improved system for notifying City residents and workers of pollution incidents Reduce emissions from new developments through publication of a Supplementary Planning Document for air quality Develop and implement an action plan for reducing emissions from 	June 2017	March 2020 November 2017 August 2017 March 2018	<ul style="list-style-type: none"> Improved air quality (reduced particulate matter) 	MCP / Port Health& Public Protection (Air Quality Manager)

Joint Health and Wellbeing Strategy Action Plan/2017-2020

Priority:		A healthy urban environment			
Objective (if applicable):		To create a healthy place for people who live in, work in and visit the City of London			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
	combustion plant machinery				
2.2	<p>Support the Implementation of the Noise Strategy</p> <ul style="list-style-type: none"> Reduce environmental impacts of construction and demolition by consulting on a draft and launching a refreshed and updated Construction Code of Practice. Investigate options for improving the evidence base for noise and soundscape issues and produce a report of recommendations. 	June 2017	<p>March 2026 June 2018</p> <p>March 2018</p>	<ul style="list-style-type: none"> Report produced and evidence base proposed 	M&CP / Port Health & Public Protection (Pollution Team Manager)
2.3	<p>Ensure health and wellbeing is considered and incorporated into the Local Plan</p> <ul style="list-style-type: none"> Public Health to engage with consultation and scoping meetings for the Local Plan and identify health and wellbeing considerations 	June 2017	<p>November 2017 November 2017</p>	<ul style="list-style-type: none"> Health and wellbeing considerations incorporated into the Local Plan 	DCCS/ Public Health (Strategy Officer, Health and Children)
2.4	<p>Raise profile of Health and Wellbeing Board agenda and Health in All Policies.</p> <ul style="list-style-type: none"> Hold a learning lunch for staff on health and wellbeing and the influence different departments can have Coordinate Health and Wellbeing Board Advisory group with senior officers from across the City Corporation. 	May 2017	<p>May 2018</p> <p>December 2017</p> <p>Ongoing</p>	<ul style="list-style-type: none"> Increased awareness and reference to health issues in corporate and departmental policies 	DCCS (Executive Support Officer)

Joint Health and Wellbeing Strategy Action Plan/2017-2020

Priority:		A healthy urban environment			
Objective (if applicable):		To create a healthy place for people who live in, work in and visit the City of London			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
2.5	Develop a Housing Strategy which will look at our approach to housing management and set out approach to delivering 700 new home in the Housing Revenue Account by 2025. <ul style="list-style-type: none"> Finalised strategy to be presented at the Health and Wellbeing Board 	June 2017	March 2018 March 2018	<ul style="list-style-type: none"> New homes delivered 	DCCS (Strategy Officer, Housing and Adults)

Priority:		Effective health and social care integration			
Objective (if applicable):		That further development of integrated health and social care services reflect and meet City residents' needs effectively			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
3.1	Maintain a focus on integration at the Adult Wellbeing Partnership, SEND Programme Board, Children's Executive Board and other key strategic forums with partners	Ongoing	Ongoing	<ul style="list-style-type: none"> City needs and opportunities for health are identified and articulated 	DCCS/ Integration Programme Manager
3.2	Better Care Fund 2017 - 19				
	Secure approval of Better Care Fund for 2017/18	April 2017	March 2018	<ul style="list-style-type: none"> City of London plans approved by NHSE 	DCCS/ Integration Programme Manager
	Secure approval of Better Care Fund for 2018/19	April 2018	March 2019	<ul style="list-style-type: none"> City of London plans approved by NHSE 	DCCS/ Integration Programme Manager
	Meet national conditions for BCF for 2017/18	April 2017	March 2018	<ul style="list-style-type: none"> National conditions met 	DCCS/ Integration Programme Manager
	Meet national conditions for BCF for 2018/19	April 2018	March 2019	<ul style="list-style-type: none"> National conditions met 	DCCS/ Integration Programme Manager

Joint Health and Wellbeing Strategy Action Plan/2017-2020

Priority:		Effective health and social care integration			
Objective (if applicable):		That further development of integrated health and social care services reflect and meet City residents' needs effectively			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
	Delivery of BCF plans 2017/18	April 2017	March 2018	<ul style="list-style-type: none"> Delivery of BCF plans on time and to budget 	DCCS/ Integration Programme Manager
	Delivery of BCF plans 2018/19	April 2018	March 2019	<ul style="list-style-type: none"> Delivery of BCF plans on time and to budget 	DCCS/ Integration Programme Manager
3.3	Integrated Commissioning				
	Establishment of integrated commissioning governance for the City of London		April 2017	<ul style="list-style-type: none"> City Integrated Commissioning Board established 	DCCS/ Integration Programme Manager
	Workstreams, Transformation Board and ICBs receiving City specific information where appropriate and necessary	Ongoing	Ongoing	<ul style="list-style-type: none"> Appropriate City representation within governance structure City element of agendas / reports and work undertaken 	DCCS/ Integration Programme Manager

Priority:		All Children have the best start in life			
Objective (if applicable):		Every child to reach their full potential			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
4.1	Work with school staff to come up with and deliver offer for Sir John Cass Primary School to contribute to Healthy School application <ul style="list-style-type: none"> Sir John Cass Primary School to be accredited as a Healthy School 	June 2017	June 2018 June 2018	<ul style="list-style-type: none"> Healthy school status achieved 	DCCS (Public Health Commissioning Manager, Strategy Officer, Health and Children)

Joint Health and Wellbeing Strategy Action Plan/2017-2020

4.2	<p>Develop a service to increase levels of parental employment in the City</p> <ul style="list-style-type: none"> • Service specification developed • Service delivered to City residents 	June 2017	<p>June 2018</p> <p>Aug 2017 November 2017</p>	<ul style="list-style-type: none"> • Level of participation in programme • Employment outcomes secured 	DCCS (Strategy Officer, Health and Children)
4.3	<p>Develop a Children and Young People’s Plan</p> <ul style="list-style-type: none"> • Develop comprehensive child health needs assessment • 	June 2017	<p>March 2018</p> <p>September 2017</p>	<ul style="list-style-type: none"> • Finalised plan to be presented to Health and Wellbeing Board 	DCCS (Strategy Officer, Health and Children)
4.4	<p>Review childhood obesity services with the London Borough of Hackney and agree a revised strategy</p> <ul style="list-style-type: none"> • Strategy for commissioning childhood obesity services developed and implemented • 	June 2017	<p>April 2018</p> <p>September 2017</p>	<ul style="list-style-type: none"> • Services aimed at reducing childhood obesity commissioned jointly with the London Borough of Hackney 	DCCS (Strategy Officer, Health and Children)
4.5	<p>Promote MECC training to frontline staff working with children.</p> <ul style="list-style-type: none"> • Make Every Contact Count training provided for frontline staff (including schools and children centres) to partners 	June 2017	<p>May 2020</p> <p>October 2017</p>	<ul style="list-style-type: none"> • Increased participation in training 	DCCS (Strategy Officer, Health and Children)
4.6	<p>Work with Open Spaces to promote opportunities for play for young people within the City of London and also open spaces outside of the Square Mile</p> <ul style="list-style-type: none"> • Communications strategy developed for Children’s Centres and other partners to promote opportunities for play. 	June 2017	<p>May 2020</p> <p>December 2017</p>	<ul style="list-style-type: none"> • Increased awareness and take up of opportunities 	DCCS/ Public Health (Strategy Officer, Health and Children, Communications Manager); Open Spaces

Priority:		Promoting healthy behaviours			
Objective (if applicable):		Reduce harmful behaviours amongst the resident, working and rough sleeper populations in the City of London			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
5.1	Develop and implement a Corporate Alcohol Strategy <ul style="list-style-type: none"> Alcohol Strategy approved by Health and Wellbeing Board 	May 2017	May 2020 September 2017	<ul style="list-style-type: none"> Improvements in responsible licencing Reductions in crime and antisocial behaviour in relation to alcohol Awareness-raising with businesses and local communities. 	DCCS (Executive Support Officer) M&CP / Port Health & Public Protection (Licensing Team Manager) Community Safety
5.2	Reduce harm of second hand smoke and stop young people from taking up smoking <ul style="list-style-type: none"> Increase the number of smoke free spaces in the City 		June 2018	<ul style="list-style-type: none"> Reduced parental smoking Reduced smoking in parks and play areas 	DCCS/ Public Health (Poppy Middlemiss)
5.3	Help tobacco users to quit <ul style="list-style-type: none"> Continue to commission stop smoking service which includes e-cigarette offer. Hold public health awareness raising campaigns such as Stoptober Trading standards to enforce new tobacco product regulation (plain packaging, vaping chemicals , 	June 2017	March 2020 Ongoing October 2017 October 2017	<ul style="list-style-type: none"> Increase in resident and workers quitting smoking 	Public Health (Public Health Commissioning Manager, Project Officer, Business Healthy); WDP;

Joint Health and Wellbeing Strategy Action Plan/2017-2020

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Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
	underage sales) <ul style="list-style-type: none"> Smokefree awareness raising and enforcement in CoLC owned areas – e.g. Leadenhall Market 		October 2017		M&CP (Trading Standards Manager) M&CP / Port Health & Public Protection (Lead Officer, Health & Safety) City Surveyors)
5.4	Establish new GUM service provision in the City of London	June 2017	May 2018 May 2018	<ul style="list-style-type: none"> New clinic is opened and operational 	DCCS (Public Health Consultant)
5.5	Work with E-sexual health service to achieve channel shift and reduce clinic visits	June 2017	May 2018 May 2018	<ul style="list-style-type: none"> Increased uptake of the e-sexual health service and corresponding reduction in terrestrial clinic visits by 10%. 	DCCS (Public Health Consultant)
5.8	Develop a profile of the health needs of rough sleepers	June 2017	May 2018 May 2018	<ul style="list-style-type: none"> Report to be presented at the Health and Wellbeing Board 	DCCS (Homelessness and Housing Options Manager)
5.9	Input to the new corporate catering contract, ensuring that it incorporates the promotion of healthy eating behaviours	June 2017	September 2017 March	<ul style="list-style-type: none"> Prominent positioning of healthy options in the Gild Attend Catering Service Group working meetings and input to tender process 	DCCS (Business Healthy Project Officer) M&CP / Port Health & Public

Joint Health and Wellbeing Strategy Action Plan/2017-2020

Priority:		Promoting healthy behaviours			
Objective (if applicable):		Reduce harmful behaviours amongst the resident, working and rough sleeper populations in the City of London			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
			2018 January 2018	<ul style="list-style-type: none"> Seek Member approval to get an holistic Healthy Eating Strategy enshrined in the 2018/2019 Food Safety Enforcement Plan 	Protection (AD (PP)Lead Officer Food Safety)
5.10	Reduce injuries and fatalities on City of London roads <ul style="list-style-type: none"> Public health to support the Road Danger Reduction Team in promotion of road safety initiatives 	June 2017	Ongoing	<ul style="list-style-type: none"> Successful implementation of schemes such as “Bank on Safety” 	DCCS (Strategy Officer, Health and Children) Business Healthy Project Officer)
5.11	Promote active commuting <ul style="list-style-type: none"> Public Health to support the Active City Network to promote active commuting such as walking and cycling. 	June 2017	May 2020	<ul style="list-style-type: none"> Increased walking and cycling by commuters 	DCCS (Strategy Officer, Health and Children Business Healthy Project Officer)
5.12	Develop and implement Business Healthy Strategy <ul style="list-style-type: none"> Business Healthy Strategy agreed at Health and Wellbeing Board 	June 2017	May 2020 June 2017	<ul style="list-style-type: none"> Increased membership and participation by employers 	DCCS (Business Healthy Project Officer)
5.13	Increase residents’ capacity to cook healthy and affordable food <ul style="list-style-type: none"> Commission two healthy cooking courses for adults in the City of London in 2017/18 Commission healthy cooking course for young people in the City of London 	April 2017	March 2018 March 2018 October 2017	<ul style="list-style-type: none"> Increased participation in schemes 	DCCS (Strategy Officer, Health and Children))
5.14	Encourage City workers/residents to take out gym memberships <ul style="list-style-type: none"> Trading Standards to work with gyms to improve gym 	June 2017	May 2018	<ul style="list-style-type: none"> Increased usage of Golden Lane Leisure centre and other facilities 	M&CP / Port Health & Public Protection

Joint Health and Wellbeing Strategy Action Plan/2017-2020

Priority:		Promoting healthy behaviours			
Objective (if applicable):		Reduce harmful behaviours amongst the resident, working and rough sleeper populations in the City of London			
Ref:	Action:	Start:	End:	Measure/outcome:	Lead officer/partner:
	membership cancellation clauses				(Trading Standards Manager)

DRAFT

Committee(s)	Dated:
Community and Children’s Services Committee Education Board	14 July 2017 20 July 2017
Subject: Revised eligibility criteria for the City Educational Trust Fund and the City of London Corporation Combined Education Charity	Public
Report of: Chief Grants Officer	For Decision
Report author: Jack Joslin, Senior Grants Officer	

Summary

In accordance with its Terms of Reference, the Education Charity Sub (Education Board) Committee has reviewed the eligibility criteria for the City Educational Trust Fund (Charity Number 290840) and the City of London Corporation Combined Education Charity (Charity Number 312836) (the Charities) and recommends the revised eligibility criteria for the two Charities attached at Appendices 1 and 2 for consideration and approval. The new eligibility criteria for the Charities aim to streamline the assessment process, reduce costs of charity administration and maximise expenditure of funds to further the Charities’ aims.

Recommendations

Members of the Community & Children’s Services Committee are asked to:

- Consider the amended eligibility criteria for the Charities.

Members of the Education Board are asked to:

- Approve the amended eligibility criteria for the Charities; and
- Approve the dates for the next deadline of the Education & Employment theme of the Central Grants Programme.

Main Report

Background

1. The City Corporation is the sole corporate trustee of the Charities and administers each charity in accordance with its usual procedures, which involve delegating the exercise of those trustee functions to various committees (and sub-committees) of the Court of Common Council.
2. The Charities provide funding through the Education and Employment Central Grants Programme funding theme in accordance with a decision of the Policy and Resources Committee in March 2016. On 23 June 2016, the Court of Common Council agreed that the Education Board be appointed as the Grand Committee responsible for managing the Charities. Under its Terms of Reference

the Community & Children's Services Committee is also authorised to make recommendations to the Education Board on the policy to be adopted for the application of funds from the Charities and appoints some of its membership to serve on the Education Charity Sub Committee, a sub-committee of the Education Board.

3. At their July 2016 meeting the Education Board agreed that the Education Charity Sub Committee review the Charities' funding criteria and consider how it may be possible to align the activities of each charity with the City Corporation's Education Strategy which has been adopted by the Common Council. It was also agreed that any revised policy and criteria should be implemented before the 2017/2018 funding cycle.
4. The Education Charity Sub Committee has now reviewed the Charities' eligibility criteria and recommends the eligibility criteria for the two Charities attached at Appendices 1 and 2 for approval. The Education Charity Sub Committee has aimed to streamline the assessment process, reduce costs of charity administration, leverage greater grant-making impact and maximise expenditure of funds to further the Charities' aims. The Education Charity Sub Committee has supported the City Corporation's exercise of its duties as trustee of the Charities by making its recommendation in the best interests of the Charities and exercising independent judgement in doing so.

Strategic implications

5. Once new eligibility criteria is in place, it will be important to review how effectively they operate, and whether savings are being made in administration and management of the grants.
6. The criteria will be reviewed after one full round of grant-making and on a regular basis thereafter.

Conclusion

7. This report asks that Members consider and approve the recommended eligibility criteria attached at Appendices 1 and 2 for the Charities which fund the 'Education and Employment' theme of the Central Grants Programme and to approve the new 'Education and Employment' grant round to open with a deadline of 29th September 2017. The revised eligibility criteria aim to streamline the assessment process, reduce costs of charity administration and maximise expenditure of funds to further the Charities' aims.

Appendices

- Appendix 1 – Recommended eligibility criteria for the City of London Corporation Combined Education Charity
- Appendix 2 – Recommended eligibility criteria for the City Educational Trust Fund

Background Papers

- Policy and Resources Committee Report and Minutes: Implementation of Grants Review – 17 March 2016 (Item 10);
- Court of Common Council Report and Minutes: Management of the City Educational Trust Fund and the City of London Corporation Combined Education Charity – 23 June 2016 (Item 15[B]);
- Education Board Report and Minutes: Implementation of Grants Review – Education and Employment – 21 July 2016 (Item 10);
- Education Charity Sub (Education Board) Committee Report and Minutes: Development of Policy to Guide Application of Charitable Funds – City Educational Trust Fund, Combined Education Charity – 12 December 2016 (Item 6);
- Education Charity Sub (Education Board) Committee Report and Minutes: Revised eligibility criteria for the City Educational Trust Fund and the City of London Corporation Combined Education Charity – 14 February 2017 (Item 6).

Jack Joslin

Senior Grants Officer

T: 020 7332 3712

E: jack.joslin@cityoflondon.gov.uk

City of London Corporation Combined Education Charity (312836)

Charitable objects

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.

The City of London Corporation Combined Education Charity is a small charity and operates by making grants. In normal years approximately £25,000 is available for distribution. Grants will be made twice a year. The charity makes grants ranging between £5,000 and £25,000 per grant as per the following criteria:

Smaller grants (of around £5,000) will need to be spent within 1 year of being awarded. Larger grants (of around £25,000) will need to be spent within 2 years of being awarded.

Eligibility

Grants will be given to organisations. Grants may also be given directly to individuals in exceptional circumstances.

Organisations include, but are not limited to, the following

- Education Charity
- Education Establishment

Beneficiaries must be (1) resident and studying at secondary, further or higher educational institutions in the City of London or London Boroughs or (2) teaching in the City of London or London Boroughs.

Grants will be primarily given to organisations, and organisations applying on behalf of individuals or groups of individuals. Applicants will need to provide proof of financial need, and to demonstrate how the grant, if awarded, will achieve the desired educational outcomes for the beneficiary/ies.

Exceptional applications from individuals may also be considered. Such applications should be supported by proof that the individual applicant is unable to access funds elsewhere.

Applications that benefit groups of individuals will be given priority over applications that benefit one individual.

Funded activities

The Charity will fund:

- Applications that deliver education in cultural arts and Science and Technology subjects to the first group of beneficiaries **or** enable the first group of beneficiaries to access education and training opportunities in cultural arts and Science and Technology subjects which extend or complement courses provided by secondary, further or higher educational institutions. This may include course costs and necessary expenses such as travel, equipment, material and maintenance costs.
- Applications for courses and study for the purposes of professional development of the second group of beneficiaries.

Application Guidelines

How do you apply for a grant?

To apply for a City of London Corporation (“CoLC”) grant, applicants need to complete an online application form by the corresponding deadline and submit this electronically with supporting documents to the Central Grants Unit. Applications should be sent to the Central Grants unit ahead of the stated deadline to allow applications to be processed in time. Only one application from an organisation or individual (in exceptional circumstances) will be considered at any one time. All application forms should be completed through the online CoLC Grants web portal. Application forms in large print, Braille or audio tape are available to applicants by special request.

How are applications assessed?

All completed applications will be assessed by one of the CoLC’s Grant Officers. As part of this process, applicants may be contacted for more information. Receipt of applications will be acknowledged within 10 working days of it being received. Incomplete applications will be returned, and applicants will have a further 10 working days to send the missing information to the CoLC. After being assessed, applications are referred to the decision-making Committee. The timescale to process applications will vary; however, CoLC endeavours to ensure applications are assessed within 12 weeks of the closing date.

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

Grant recipients will be requested to complete an end of grant monitoring report to confirm how the grant has been spent and what was achieved. Please make sure receipts are kept for all the items or services bought with the grant as we may ask for them to be provided. Please keep CoLC up to date if contact details change at any stage during the period of the grant.

If your grant application is successful

Successful applicants will be sent an initial offer letter detailing the level of grant awarded. 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.

If your grant application is unsuccessful

Unfortunately, due to the limited budget available and the number of applications for funding we receive, the CoLC cannot provide funding to every applicant that applies for a grant and no further correspondence will be entered into in respect of unsuccessful grants. Grants are therefore awarded on a discretionary basis, there is no appeal process and the decision of the CoLC is final.

Support with your application

We urge all applicants that are unsure about whether to submit an application to read all available eligibility criteria on the CoLC 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 Grants Unit directly, who will be able provide answers to general queries regarding the application process.

Can you reapply for funding?

Individuals who are awarded a grant from the Charity (which may be directly or through an organisation) will not be eligible for further funding within **5 (five) years** of the decision to award the grant. Organisations applying on behalf of groups, individuals and groups of individuals are not subject to this restriction, although these organisations should note that the individuals benefiting from the grant are.

Further information

If you have questions about how to apply or about the status of an application, you can contact us on 020 7332 3722, email us at grants@cityoflondon.gov.uk, or visit our website www.cityoflondon.gov.uk/centralgrantsprogramme to find out more.

City Educational Trust Fund (290840)

Charitable objects

The purposes of the charity are for the advancement of education for the public benefit by:

1. The advancement of the objects of The City University or for other educational purposes connected with or related to the University; and
2. 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.

The City Educational Trust Fund is a small charity and operates by making grants. In normal years approximately £82,000 is available for distribution. Grants will be made twice a year. The charity makes grants ranging between £5,000 and £25,000 per grant as per the following criteria:

Smaller grants (of around £5,000) will need to be spent within 1 year of being awarded. Larger grants (of around £25,000) will need to be spent within 2 years of being awarded.

Eligibility

Grants will be given to organisations rather than individuals (however, please note organisations can apply on behalf of individuals, or groups of individuals).

Organisations include, but are not limited to, the following:

- Educational Charity
- Educational Establishment

Beneficiaries must be resident and studying in the City of London or London Boroughs.

Applicants will need to provide proof of financial need, and to demonstrate how the grant, if awarded, will achieve the desired educational outcomes for the beneficiary/ies.

Applications that benefit groups of individuals will be given priority over applications that benefit one individual.

Funded activities

The Charity will fund:

- Applications that advance education in the cultural arts or Science and Technology subjects. This may include course costs and necessary expenses such as travel, equipment, material and maintenance costs.

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Further information

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