

COMMUNITY & CHILDREN'S SERVICES COMMITTEE

Friday, 17 November 2017

Minutes of the meeting of the Community & Children's Services Committee held at Committee Rooms, West Wing, Guildhall on Friday, 17 November 2017 at 11.30 am

Present

Members:

Officers:

Natasha Dogra – Town Clerk's Department
Paige Upchurch – Town Clerk's Department
Andrew Carter – Community & Children's Services
Neal Hounsell – Community & Children's Services
Chris Pelham – Community & Children's Services
Gerald Mehrrens – Community & Children's Services
Simon Cribbens – Community & Children's Services
Paul Murtagh – Community & Children's Services
Mark Jarvis – Chamberlain's Department
Monica Patel – Community & Children's Services

1. APOLOGIES

Apologies had been received from James de Sausmarez, Rehana Ameer, Deputy Henry Jones, Henrika Priest, George Abrahams, the Lord Mountevans, Deputy Stephen Haines, William Pimlott and Matt Piper.

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

There were no declarations of interest.

3. MINUTES

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

Matters Arising:

Members discussed the possibility of changing the date and time of the March Committee meeting. The Chairman suggested the date of 7th March 2018 with the meeting beginning at 08:30am. The Committee agreed the new date and time.

The Chairman informed Members that this would be Neal Hounsell's final meeting before retirement. The Committee thanked Neal for all his hard work throughout his time at the City Corporation. Members noted that Neal had twice acted up as interim Director of Community and Children's Services and his work had been invaluable. The Committee wished Neal well with his retirement.

4. PRESENTATION: ALDGATE PAVILION MANAGEMENT

The Committee received a presentation from the Aldgate Pavilion Management team and noted that the team ran a range of community events ranging from Thanksgiving dinners to Origami workshops. The events promoted community cohesion and tackled loneliness.

Members of the Committee were informed that the Pavilion would have open on 25th January 2018. Members were invited to attend a site visit and a December date would be circulated to the Committee.

Resolved – that the update be received.

5. **QUARTER 2 BUSINESS PLAN UPDATE**

The Committee received an update which set out the progress made during Quarter 2 (July to September 2017) against the refreshed 2017-2022 Department of Community and Children's Services (DCCS) Business Plan.

The Adult Social Care Team received two complaints in Q2. One was partially upheld in respect of the way in which the request for service was dealt with, and minor changes to procedures have been implemented as a result.

In response to a query it was noted that there was an overspend of approximately £190,000 for Adult Social Care. Pressures on the budget for adult social care and older people are due to client movements since the budget was set. A paper requesting additional resources would be prepared for submission to a meeting early in 2018.

In response to a query Members were informed that there was a small underspend for Commissioning and Partnerships due to vacant posts not being filled until partway through the year. Additional resources of £232,000 for the People's Services budget were agreed by the Policy and Resources Committee in September and have been added to the budget. Outturn was now expected to be within budget.

Resolved – that the report was received.

6. **REVENUE AND CAPITAL BUDGETS - 2018/19**

The Committee noted the annual submission of the revenue and capital budgets overseen by the Committee. Members approval was sought for the provisional revenue budget for 2018/19, for subsequent submission to the Finance Committee. Details of the Committee's draft capital budget were also provided.

The local risk budgets have been prepared within the resources allocated to the Director. The provisional nature of the revenue budgets particularly recognises that further revisions may arise from the necessary realignment of funds resulting from corporate projects.

Resolved – that Members:

- review the provisional 2018/19 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the

Finance Committee;

- review and approve the draft capital budget;
- authorise the Chamberlain to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews, corporate projects and changes to the Additional Works Programme;
- note the Building Repairs and Maintenance asset verification exercise being undertaken by the City Surveyor and agree that any minor changes for 2017/18 latest and 2018/19 original budgets arising from this exercise be delegated to the Chamberlain.

7. HOUSING REVENUE ACCOUNT (HRA) AND CAPITAL BUDGETS 2018/19

The Committee noted the annual submission of the revenue and capital budgets. Members approval was sought for the provisional revenue budget for 2018/19, for subsequent submission to the Finance Committee. Details of the HRA draft capital budget are also provided.

Resolved – that Members:

- review the provisional 2018/19 revenue budget to ensure that it reflects the Committee’s objectives and, if so, approve the proposed budget for submission to the Finance Committee.
- review and approve the draft capital budget;
- authorise the Chamberlain to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews.

8. BIENNIAL COMMISSIONING TEAM UPDATE

The Department of Community and Children’s Services (DCCS) Commissioning Team leads on the key functions of the commissioning cycle (analysis, plan, do, review) and procurement functions for most contracts within DCCS. The team produces a contract register, a sourcing plan that scopes commissioning activity across the forthcoming 18-month period and a team work plan. The team reports quarterly to the Departmental Leadership Team (DLT) on business as usual and monthly to the DCCS Category Board.

There has been good progress against delivering on the 2017/19 sourcing plan and the team work plan. The Commissioning Team is confident that a more strategic commissioning approach, and effective partnership and community co-production, will deliver more integrated, efficient and cost effective services. This will have a significant positive impact on the City of London Corporation’s 2% year-on-year saving target.

Resolved – that the report was received.

9. ADULT SOCIAL CARE BUDGET PROPOSALS

The Committee noted the forecast overspend in the Adult Social Care budget arising from increased costs of provision and demographic pressures driving the future growth in need for services. A provision of £400,000 in 2017/18 was made in response to these pressures in the Medium Term Financial Strategy report to the Finance Committee in February 2017. This report seeks approval for an incremental increase in the service’s baseline budget totalling £400,000 over two years to address this need.

The Chairman reminded Members that in 2015 Local Authorities were given the power to add a precept to council tax for adult social care and that this additional source of income was ringfenced. He pointed out that the precept increased by 3% in 2017/18 and would increase by a further 3% for 2018/19. The City Corporation was one of only 8 Councils in the country that did not make use of the precept. The Chairman added that he had understood that the decision not to apply a precept had been taken by the Finance Committee on the basis that the extra funding would be found from elsewhere if needed. The Community and Children's Services Committee in supporting the budget proposals was in effect asking for additional funding within that context. This should be made clear to the Policy and Resources Committee when it considered the matter. Members supported his sentiments.

Resolved – that Members of Community and Children's Services:-

1. approve a permanent increase in the baseline budget of £265,000 in 2018/19
2. approve a further permanent increase in the baseline budget of £135,000 in 2019/20 (to total £400,000).

10. CITY OF LONDON CORPORATION'S APPRENTICESHIP PROGRAMME

Following successful marketing and recruitment campaigns for apprentice cohorts one and two, the number of enquiries for apprentice vacancies is increasing. There is also an increase in the number of graduates who are successful in responding to COL apprentice vacancies. The results of some of the apprentices' initial assessments which are carried out as an integral part of the recruitment process are showing the need to provide additional learning support for apprentices between the ages of 16-19 years old. The recruitment targets so far have been achieved. The recruitment activities for the third cohort are currently underway.

Resolved – that the report be received.

11. WINDOWS & COMMON PARTS REDECORATIONS PROGRAMME - HOLLOWAY, SOUTHWARK, DRON HOUSE, SYDENHAM HILL, WILLIAM BLAKE AND WINDSOR HOUSE

The proposal was to split the programme into a number of distinct works packages, which will be procured under a Framework approach but will likely form separate contracts for procurement of services (Design Team) and Window Contract works, with Golden Lane Estate proceeding separately through the Gateway process along the complex route while the remaining Estates progress along the regular route.

Resolved – that Members:

1. Note the estimated total programme costs, including Golden Lane Estate, of £16,905,452 of which total fees for the design team accounts for approximately ££1,509,415 across the whole window programme to progress the proposals through to completion. The previously reported overall project cost was estimated at £12,610,000.

2. Approve procurement of a single design team to work across all window work packages (including Golden Lane Estate, which has been included on the Gateway 3 report and which will be progressing down the complex route).
3. Allocation of budgets as set out in the Resource Requirements to reach next Gateway: £1,087,967 (including staff costs) for the procurement of a single design team, of which £638,113 is allocated across the Estates being progressed through the regular route and the remaining £449,854 being allocated to Golden Lane which is progressing down the complex route.
4. Note that additional funding will be requested as we proceed through the various Gateway stages.
5. Approval of option 1, (as per the recommendations arising from the options appraisal report) to fully replace windows as opposed to continued repair and maintenance.

12. **WINDOWS PROGRAMME - GOLDEN LANE**

As outlined in the Issues Report the proposal was to split the programme into a number of distinct works packages, which will be procured under a Framework approach but will likely form separate contracts for procurement of services (Design Team) and Window Contract Works, with Golden Lane Estate proceeding separately through the Gateway process along the complex route while the remaining Estates progress along the regular route.

Resolved – that Members:

1. Note the estimated total programme costs, including various other Estates, of £16,905,452 of which total fees for the design team accounts for approximately £1,509,415 across the whole window programme to progress the proposals through to completion. The previously reported overall project cost was estimated at £12,610,000.
2. Approve the procurement of a single design team to work across all window work packages (including those for the other HRA estates, which have been included on the Gateway 3/4 report and which will be progressing down the regular route).
3. Allocation of budgets as set out in the Resource Requirements to reach the next Gateway: £1,087,967 (including staff costs) for the procurement of a single design team, of which Golden Lane accounts for £449,854 with the remaining £638,113 being allocated across the other Estates.
4. Note that additional funding will be requested as we proceed through the various Gateway stages.

13. **CHANGES TO INTEGRATED COMMISSIONING GOVERNANCE**

Members noted the proposals to make amendments to the City of London Corporation Integrated Commissioning Board Terms of Reference. These changes relate to quoracy for the meeting and the appointment of deputies in the case of Members' absence.

Resolved – that Members:

- Agreed the updating of quoracy in the Terms of Reference in relation to the City of London Corporation Integrated Commissioning Sub-Committee
- Agreed the appointment of deputies to attend Integrated Commissioning Board meetings in the case of Members' absence

- Decided to appoint three deputies to attend Integrated Commissioning Board meetings; Marianne Fredericks, Ruby Sayed and Barbara Newman would serve as the deputies with Ms Fredericks acting as the first deputy member.

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

In response to a query regarding a complaint received from a resident regarding rat infestation the Director assured Members that once Officers were made aware of the situation they acted swiftly to assist the resident.

In response to a question regarding the scope of the current review into Children's Centre services at Sir John Cass Foundation Primary School, the Committee noted that the purpose of Children's Centre services is to improve outcomes in the early years for young children and their families, with a particular focus to achieve this for the most disadvantaged children. These services are provided by a range of partners and organisations here in the City of London, including Sir John Cass Foundation Primary School and Children's Centre, CoL Libraries Services, City and Hackney Clinical Commissioning Group, Midwifery & Health Visitor Services and some other locally commissioned services.

The aim of the review is to ensure that Children's Centre Services in the City of London are co-ordinated, relevant and effective in supporting our residents. We need to ensure that services are good quality and accessible to our children and families within their own community.

The scope of the review is City-wide and is initially to undertake an assessment of the impact and quality of current services to City residents. A paper will be brought to the Committee in January 2018 setting out what the current provision is and the plans for the review. We will then consult with our families and partners in order to help shape a delivery model for the future. A further paper will outline the delivery model in May 2018 with a view to fully implementing the outcomes from the review in September 2018. The scope of the review will be looking at the current commissioning and delivery model of Children Centre services across the whole of the City of London and in this respect SJC Children Centre will not be the only provider to be in scope.

Whilst the review is not explicitly seeking to make savings, the financial structuring of these services will be part of the review, which may in turn indicate there is a need to redirect and re-prioritise funding in order to deliver the most effective services going forward. In the meantime the existing services will remain in place and operational.

15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business.

16. EXCLUSION OF THE PUBLIC

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

of the Schedule 12A of the Local Government Act.

The meeting ended at 1:00pm

Chairman

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