



## Community & Children's Services Committee

**Date:** FRIDAY, 11 MAY 2018

**Time:** 11.30 am

**Venue:** COMMITTEE ROOMS, WEST WING, GUILDHALL

<b>Members:</b>	George Abrahams	Deputy Henry Jones
	Munsur Ali	Angus Knowles-Cutler
	Rehana Ameer	Deputy Catherine McGuinness
	Randall Anderson	Benjamin Murphy
	Tom Anderson	Deputy Joyce Nash
	Matthew Bell	Barbara Newman
	Peter Bennett	Dhruv Patel
	Mary Durcan	Susan Pearson
	John Fletcher	William Pimlott
	Marianne Fredericks	Henrika Priest
	Alderman John Garbutt	James de Sausmarez
	Prem Goyal OBE JP (Alderman)	Ruby Sayed
	Alderman David Graves	Mark Wheatley
	Caroline Haines	Deputy Philip Woodhouse
	Deputy the Revd Stephen Haines	

**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**

**\*\*Please note part of this meeting may be recorded\*\***

**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. **THE ORDER OF THE COURT OF COMMON COUNCIL**  
To receive the Order of the Court of Common Council.  
  
**For Information**  
(Pages 1 - 2)
4. **ELECTION OF CHAIRMAN**  
The Committee are invited to elect a Chairman pursuant to Standing Order 29.  
  
**For Decision**
5. **ELECTION OF DEPUTY CHAIRMAN**  
The Committee are invited to elect a Deputy Chairman pursuant to Standing Order 30.  
  
**For Decision**
6. **MINUTES**  
To agree the minutes of the previous Committee meeting.  
  
**For Decision**  
(Pages 3 - 8)
7. **COMMITTEE APPOINTMENTS**  
Report of the Town Clerk.  
  
**For Decision**  
(Pages 9 - 18)
8. **SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND) UPDATE REPORT**  
Report of the Director of Community and Children's Services.  
  
**For Information**  
(Pages 19 - 30)
9. **FIRE SAFETY REVIEW - HRA PROPERTIES**  
Report fo the Director of Community and Children's Services.  
*Please note Appendix 4 to this report will be tabled at the meeting.*  
  
**For Decision**  
(Pages 31 - 118)

10. **ASSOCIATION OF LONDON DIRECTORS OF CHILDREN'S SERVICES SECTOR LED IMPROVEMENT**  
Report of the Director of Community and Children's Services
- For Information**  
(Pages 119 - 166)
11. **LOCAL PROCUREMENT OF SEXUAL HEALTH SERVICES**  
Report of the Director of Community and Children's Services.
- For Decision**  
(Pages 167 - 174)
12. **FORMER RICHARD CLOUDESLEY SCHOOL SITE**  
Report of the Director of Community and Children's Services.
- For Decision**  
(Pages 175 - 180)
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 181 - 184)
17. **PROVISION OF ADDITIONAL PRIMARY SCHOOL PLACES AND SOCIAL HOUSING ON THE FORMER RICHARD CLOUDESLEY SCHOOL SITE, GOLDEN LANE EC1- ISSUE REPORT**  
Report of the City Surveyor.
- For Decision**  
(Pages 185 - 196)
18. **GREAT ARTHUR HOUSE - NEW CURTAIN WALLING AND WINDOW REPLACEMENT - ISSUE REPORT**  
Report of the City Surveyor.

**For Decision**

(Pages 197 - 200)

19. **HOUSING STOCK CONDITION SURVEY**  
Report of the Director of Community and Children's Services.

**For Information**  
(Pages 201 - 252)

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**

BOWMAN, Mayor	<b>RESOLVED:</b> That the Court of Common Council holden in the Guildhall of the City of London on Thursday 19th April 2018, doth hereby appoint the following Committee until the first meeting of the Court in April, 2019.
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## COMMUNITY & CHILDREN'S SERVICES COMMITTEE

### 1. **Constitution**

A Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- up to 33 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides), those Wards having 200 or more residents (based on the Ward List) being able to nominate a maximum of two representatives
- a limited number of Members co-opted by the Committee (e.g. the two parent governors required by law)

In accordance with Standing Order Nos. 29 & 30, no Member who is resident in, or tenant of, any property owned by the City of London and under the control of this Committee is eligible to be Chairman or Deputy Chairman.

### 2. **Quorum**

The quorum consists of any nine Members. [N.B. - the co-opted Members only count as part of the quorum for matters relating to the Education Function]

### 3. **Membership 2018/19**

#### ALDERMEN

- 1 John Garbutt
- 1 Prem Goyal, O.B.E., J.P.

#### COMMONERS

5	Randall Keith Anderson.....	Aldersgate
8	Joyce Carruthers Nash, O.B.E., Deputy.....	Aldersgate
6	Dhruv Patel.....	Aldgate
1	Benjamin Daniel Murphy.....	Bishopsgate
3	James De Sausmarez.....	Candlewick
2	Angus Knowles-Cutler.....	Castle Baynard
5	Henrika Sofia Johanna Priest.....	Castle Baynard
12	The Revd. Stephen Decatur Haines, Deputy.....	Cornhill
2	Susan Jane Pearson.....	Cripplegate Within
2	William Pimlott.....	Cripplegate Within
5	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
2	Thomas Alexander Anderson.....	Farringdon Within
2	Matthew Bell.....	Farringdon Within
4	George Christopher Abrahams.....	Farringdon Without
2	Ruby Sayed.....	Farringdon Without
5	Philip John Woodhouse, Deputy.....	Langbourn
9	Henry Llewellyn Michael Jones, Deputy.....	Portsoken
7	John William Fletcher.....	Portsoken
2	Caroline Wilma Haines.....	Queenhithe
7	Marianne Bernadette Fredericks.....	Tower
2	Rehana Banu Ameer.....	Vintry
2	Peter Gordon Bennett.....	Walbrook

Together with the following Members in place of the nine Wards (Bassishaw, Billingsgate, Bread Street, Bridge & Bridge Without, Broad Street, Cheap, Coleman Street, Cordwainer and Lime Street) not making appointments on this occasion as well as the two Wards (Bishopsgate and Queenhithe) making only one of their two permitted appointments.

Munsur Ali

Joan Mary Durcan

David Andrew Graves, Alderman  
Catherine McGuinness, Deputy  
Barbara Patricia Newman, C.B.E.

4. **Terms of Reference**

To be responsible for:-

- (a) the appointment of the Director of Community & Children's Services;
- (b) the following functions of the City of London Corporation (other than in respect of powers expressly delegated to another committee, sub-committee, board or panel):-
  - Children's Services
  - Adults' Services
  - Education
  - Social Services
  - Social Housing (i.e. the management of the property owned by the City of London Corporation under the Housing Revenue Account and the City Fund in accordance with the requirements of all relevant legislation and the disposal of interests in the City of London Corporation's Housing Estates (pursuant to such policies as are from time to time laid down by the Court of Common Council)
  - Public health (within the meaning of the Health and Social Care Act 2012), liaison with health services and health scrutiny
  - Sport/Leisure Activities
  - Management of the City of London Almshouses (registered charity no 1005857) in accordance with the charity's governing instruments
  - Marriage Licensing and the Registration Serviceand the preparation of all statutory plans relating to those functions and consulting as appropriate on the exercise of those functions;
- (c) appointing Statutory Panels, Boards and Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
  - Housing Management and Almshouses Sub-Committee
  - Safeguarding Sub-Committee
  - Integrated Commissioning Sub-Committee
- (d) the management of The City of London Corporation Combined Relief of Poverty Charity (registered charity no. 1073660);
- (e) To have responsibility for making recommendations to the Education Board on the policy to be adopted for the application of charitable funds from The City of London Corporation Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840); and to make appointments to the Sub-Committee established by the Education Board for the purpose of managing those charities.
- (f) the management of the Aldgate Pavilion.

## COMMUNITY & CHILDREN'S SERVICES COMMITTEE

**Friday, 13 April 2018**

Minutes of the meeting of the Community & Children's Services Committee held at  
Committee Rooms, West Wing, Guildhall on Friday, 13 April 2018 at 11.30 am

### **Present**

#### **Members:**

Rehana Ameer	Alderman The Lord Mountevans
Randall Anderson (Deputy Chairman)	Alderman Robert Howard
Tom Anderson	Angus Knowles-Cutler
Matthew Bell	Deputy Joyce Nash
Peter Bennett	Dhruv Patel (Chairman)
Mary Durcan	Susan Pearson
John Fletcher	William Pimlott
Marianne Fredericks	Henrika Priest
Deputy the Revd Stephen Haines	Jason Pritchard
Caroline Haines	Ruby Sayed
Deputy Catherine McGuinness	Deputy John Tomlinson
Deputy Henry Jones	Mark Wheatley
	Mark Bostock
	William Pimlott

#### **Officers:**

Paul Murtagh	-	Community & Children's Services Department
Jacquie Campbell	-	Community & Children's Services Department
Natasha Dogra	-	Town Clerk's Department
Carl Locsin	-	Town Clerk's Department
Chris Pelham	-	Community and Children's Services
Gerald Mehrtens	-	Community & Children's Services Department
Mark Jarvis	-	Chamberlain's Department
Mike Kettle	-	Community & Children's Services Department
Simon Cribbens	-	Community & Children's Services Department
Ellie Ward	-	Community & Children's Services Department
Tizzy Keller	-	Community & Children's Services Department

### **1. APOLOGIES**

Apologies had been received from Matthew Bell, James De Sausmarez, Laura Jorgensen, Alderman David Graves, Philip Woodhouse, Rehana Ameer and Henrika Priest.

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

Ms Pearson declared a pecuniary interest in item 10 regarding the former Richard Cloudesley site, and did not take part in the discussion regarding the project.

3. **MINUTES**

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

4. **CHILDREN AND YOUNG PEOPLE'S PLAN 2018-21**

Members noted the final draft of the City of London Corporation's Children and Young People's Plan (CYPP) 2018–21 for approval, subsequent to the public consultation period.

A Member stated that other important issues such as gang crime, mental health, knife crime, honour-based violence, forced marriages and bullying should also be highlighted in the plan. Members were informed that the CYPP 2018–21 will provide the strategic direction and guide services and activities for children, young people and families in the City over the next three years. Members noted that the plan outlined the main points of the CYPP 2018–21 and summarises how it will be delivered and governed.

A Member stated that she was a care leaver and offered her services with providing assisted supported to children in care. Officers thanked the Member for her offer.

A Member queried how this plan would practically link in with other policies relating to children and young people in the City of London. Officers informed Members that they were working with colleagues in other departments as part of the Corporate Plan Network, to ensure that work was not being duplicated and all strategies relating to children and young people complemented each other.

A Member asked Officers to ensure that posters were also displayed at Mansell Street. Members noted that the CYPP is the overarching strategic document that guides services and activities for children, young people and families in the City of London. It outlines the values and principles that guide our work, our vision for children and young people, and how we intend to achieve it. This is a partnership document that enables us to deliver our services and activities in synergy and contribute to improved outcomes.

Resolved – that Members approved the Children and Young People's Plan 2018–21.

5. **INTEGRATION OF CONTINUING HEALTH CARE AND ADULT SOCIAL CARE BUDGETS**

The Committee noted that the City of London Corporation entered into integrated commissioning arrangements with City and Hackney Clinical Commissioning Group to commission together across health, public health and social care. These arrangements began in April 2017.

The original proposals were built on a pooled budget of all funding across these three areas. However, at the direction of NHS England, the partners have agreed an incremental approach to the pooling of budgets.



Officers sought Member agreement to this new approach and proposal for the pooling of budgets on a specific area of work - Continuing Health Care Funding and adult social care funding for residential and home care packages. The pooling of budgets will be accompanied by changes to supporting processes to improve efficiency. To progress the approach, Members were asked to delegate the agreement of detailed financial arrangements for 2018/19 to the Chamberlain.

**Resolved – that Members:**

- Note and agree the new approach to pooling of budgets based on smaller specific projects rather than one large pooled budget.
- Agree the proposal to pool funding for Continuing Health Care and adult social care packages and to establish a new single process for commissioning and funding these care packages.
- Agree delegated authority to the Chamberlain to finalise and agree the detailed financial arrangements for 2018/19 as part of the agreement of 2018/19 budgets subject to normal approval processes.

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

In response to a query regarding the Community Café on Aldgate Members noted that the long-awaited opening is very welcome and something we wish to celebrate with, and promote to, the local community. The opening will be promoted through social media, posters, leaflets and events. The support of local Members – and their network of community links - will also be very helpful in reaching all parts of the local community. We are also planning an opportunity for local community members to see the café and enjoy its cakes ahead of the public launch. Beyond the opening, the café provider Kahaila is already engaged with us in the planning of the arts, events and play programme for the square, and we will support ongoing promotion of the café through our community engagement work and through the expertise of Kahaila, who were chosen for their community engagement experience.

In response to a query regarding home care treatment for patients leaving private hospitals. Officers said the system was means tested and patients would be funding their own care after leaving hospital. However, they could approach Adult Social Care Officers to advise on the care that would be available to purchase.

In response to a query regarding the Children and Young People's Plan, Officers informed Members that they would circulate the revisions made to the plan in due course.

In response to a query regarding funding provided for the expansion of Sir John Cass School which did not go ahead. Officers said they would investigate the matter and revert back to the Member.

In response to a query regarding the provision of providing housing for key workers, Officers said the recommended sites were being investigated the City

Surveyor and the recommendation would then be considered by the Housing Delivery Programme Working Party.

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

Members considered the Terms of Reference of the Committee and agreed that a minor change to the remit of the Committee be agreed to ensure that it was accurately reflected that the Committee had responsibility of the Registration Service.

8. **EXCLUSION OF THE PUBLIC**

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

9. **NON-PUBLIC MINUTES**

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

10. **PROVISION OF ADDITIONAL PRIMARY SCHOOL PLACES AND SOCIAL HOUSING ON THE FORMER RICHARD CLOUDESLEY SCHOOL SITE.**

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

11. **ISLINGTON ARTS FACTORY (IAF)**

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

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

There was one question.

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

There was no urgent business.

**The meeting ended at 1:00pm**

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Chairman

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



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<b>Committee:</b> Community & Children's Services Committee	<b>Date:</b> 11 May 2019
<b>Subject:</b> Committee Appointments	
<b>Report of:</b> Town Clerk	<b>Public</b>
	<b>For Decision</b>
<b>Report author:</b> Natasha Dogra	

## Summary

The purpose of this report is to consider the appointment of the Committee's sub committees and panel and to approve their composition and terms of reference. Details are set out in Appendix A. Consideration will need to be given to the appointments of Lead Members for specific 'Portfolios', also as set out in Appendix A.

The Town Clerk would be grateful if Members would confirm to Natasha Dogra by 09 May 2018 on 0207 332 1434 or at [Natasha.dogra@cityoflondon.gov.uk](mailto:Natasha.dogra@cityoflondon.gov.uk) whether they wish to serve or continue to serve on any of the Committee's Sub Committees, or as lead Members for the portfolios. Your expressions of interest will be reported verbally to the Committee at its meeting on 11 May 2018. Members will then be asked to consider this information and make the necessary appointments thereon.

## Recommendations

That:-

- a) consideration be given to the appointment, composition and terms of reference of the following Sub-Committees and Panel for the ensuing year:-
  - Housing Management & Almshouses Sub Committee;
  - Safeguarding Sub-Committee;
  - The Education Board; and the
  - Integrated Commissioning Sub Committee.
- b) consideration be given to the appointments of Lead Members for specific Portfolios, as detailed in Appendix A;
- c) the Committee be invited to appoint the Chairman, Deputy Chairman and 1 Committee Member, and 1 Deputy to serve on the Integrated Commissioning Sub Committee for the ensuing year.

## **Main Report**

1. As Members are aware, the composition of the Community & Children's Services Committee's Sub Committee is agreed annually and this report sets out the details of the representatives that the Committee is requested to appoint.

### **Housing Management & Almshouses Sub-Committee**

2. The Committee are requested to note the Housing Management & Almshouses Sub Committee's updated Terms of Reference which state that the Membership is made up of **10 Members** of the Community & Children's Services Committee.

### **Safeguarding Sub-Committee**

3. The Committee are requested to note the Safeguarding Sub Committee's Terms of Reference which state that the Membership is made up of **8 Members** of the Community & Children's Services Committee.

### **The Education Board**

4. There are proposed changes to the terms of reference of the Education Board which are attached in Appendix A. The Committee are requested to appoint **1 Member** to the Board.

### **Integrated Commissioning Sub Committee**

5. The Committee are asked to appoint the Chairman, Deputy Chairman and **1 Committee Member and 1 Deputy** to the Integrated Commissioning Sub Committee. The development of fully integrated commissioning across health, social care and public health locally is the proposed mechanism for delivering the wider aims of partners around integration, achieving the locality plan and creating a vehicle that demonstrates both our local contribution to, and delivery of, the Sustainability and Transformation Plan.
6. Each of the Committee's Sub Committees, Lead Members and representatives on other bodies are considered in turn in Appendix A, together with terms of reference and proposed composition.

### **Contact:**

Natasha Dogra Telephone: 020 7332 1434

Email: [Natasha.Dogra@cityoflondon.gov.uk](mailto:Natasha.Dogra@cityoflondon.gov.uk)

## **Sub Committees**

### **HOUSING MANAGEMENT & ALMSHOUSES SUB COMMITTEE**

#### **Constitution**

10 Members to be elected by the Community & Children's Services Committee, including the Chairman and Deputy Chairman.

#### **Quorum**

Any 3 Members.

#### **Terms of Reference**

To be responsible for:-

- (a) discharging the City of London Corporation's function in respect of the management of its existing social housing stock (with the Grand Committee retaining responsibility over policies affecting the City's Strategic Housing responsibilities);
- (b) approving schemes affecting the City's existing social housing and proposed stock in accordance with the policies and strategies for investment agreed by the Grand Committee and having regard to the City Corporation's Project Approval Procedure;
- (c) approve policies in relation to the management of housing services to tenants and leaseholders in City estates and review them as necessary;
- (d) the management of the City of London Almshouses (registered charity no 1005857) in accordance with the charity's governing instruments; and
- (d) advising the Grand Committee on:-
  - the general performance of the Social Housing Service and the Almshouses; and
  - its recommendations concerning the Allocation Scheme in the City's Housing Registration process.

**Suggested frequency of meetings:** a minimum of 4 a year

**THE COMMITTEE ARE ASKED TO APPOINT 10 MEMBERS.**

## **SAFEGUARDING SUB-COMMITTEE**

### **Constitution**

8 Members appointed by the Community & Children's Services Committee, including the Chairman and Deputy Chairman.

### **Quorum**

Any 3 Members.

### **Terms of Reference**

To be responsible for:-

1. overseeing the discharge of the City of London's responsibilities to safeguard children and adults who have been identified as requiring support and protection;
2. ensuring, in respect of children entering public care, that the duty of the local authority as a corporate parent to safeguard and promote a child's welfare is fulfilled;
3. monitoring the Community & Children's Services Department's performance in respect of its work to safeguard children and adults and make recommendations to the Grand Committee to bring about improvements as appropriate; and
4. exercising its functions with regards to the views of relevant service users, as appropriate.

**Suggested frequency of meetings:** a minimum of 2 a year

**THE COMMITTEE ARE ASKED TO APPOINT 8 MEMBERS.**



## EDUCATION BOARD

### Constitution

- 10 Members elected by the Court of Common Council, at least two of whom shall have fewer than five years' service on the Court at the time of their appointment;
- Up to four external representatives, appointed by the Education Board, with appropriate expertise in the field of education (i.e. non-Members of the Court of Common Council, who shall have voting rights);
- One Member appointed by the Policy & Resources Committee
- **One Member appointed by Community & Children's Services Committee**

### Quorum

The Quorum to consist of any five Common Council Members and one of the four external representatives.

### Terms of Reference

- (a) To monitor and review the City of London Education Strategy, and to oversee its implementation in consultation with the appropriate City of London Committees; referring any proposed changes to the Court of Common Council for approval;
- (b) To oversee generally the City of London Corporation's education activities; consulting with those Committees where education responsibilities are expressly provided for within the terms of reference of those Committees and liaising with the City's affiliated schools and co-sponsors;
- (c) To be responsible for the oversight and monitoring of the City of London Corporation's sponsorship of its Academies, including the appointment of academy governors and, where relevant Members, Directors and Trustees;
- (d) To constitute Sub-Committees in order to consider particular items of business within the terms of reference of the Board.
- (e) To recommend to the Court of Common Council candidates for appointment as the City of London Corporation's representative on school governing bodies where nomination rights are granted and which do not fall within the remit of any other Committee;
- (f) To monitor the frameworks for effective accountability, challenge and support in the City Schools\*;
- (g) To be responsible for the distribution of funds specifically allocated to it for education purposes, in accordance with the City of London Corporation's strategic policies;
- (h) Oversight of the City of London Corporation's education-business link activities.

\*The expression "the City Schools" means those schools for which the City has direct

responsibility, as proprietor, sponsor or local authority, namely: The Sir John Cass Foundation Primary School, The City Academy Hackney, the City of London Academies Southwark, the City of London Academy Islington, the City of London School, the City of London School for Girls, and the City of London Freeman's School.

**Suggested frequency of meetings:** a minimum of 6 a year

**THE COMMITTEE ARE ASKED TO APPOINT 1 MEMBER.**

## **INTEGRATED COMMISSIONING SUB-COMMITTEE**

### **Constitution**

- 3 Members appointed by the Community & Children's Services Committee.
- It is convention for the Chairman and Deputy Chairman of the Grand Committee to be appointed to this subcommittee but not in an ex-officio role.

### **Quorum**

Any three Members.

It is within the gift of the Committee to appoint a Member to act as a Deputy or substitute. This Member will be invited to attend sub committee meetings when a full Member gives their apologies.

**Suggested frequency of meetings:** a minimum of 4 a year

**THE COMMITTEE ARE ASKED TO APPOINT 3 FULL MEMBERS & ONE DEPUTY MEMBER.**

### **Lead Member Portfolios**

1. At the Grand Committee meeting held on 10 May 2013, Members agreed the Member Portfolio System. The purpose of the Portfolio system is for Members of the Committee to have responsibility for specific areas of the Community & Children's Services Department's work and gain expert knowledge and expertise, thus enhancing the Committee's oversight role.
2. The Portfolio system operates through direct liaison between relevant officers in the Department and Lead Members. An officer nominated by the Director in the relevant area of business makes regular contact with their respective Lead Members, keeping them informed of developments or issues which may arise throughout the year.
3. Lead Members oversee the work that takes place, challenging and following up issues where necessary. The Portfolio system boosts the support which the Committee provides to the Department in delivering outcomes. Lead Members are encouraged to raise issues at the Grand Committee to ensure that appropriate action is taken, and there is to be a 'Standing Item' on the agenda to provide the Committee with an update on developments that take place in-between meetings.

<b>Portfolios</b>	<b>Role</b>
<b>Children Safeguarding Lead Member</b> The Chairman & 1 Member of the Safeguarding Sub Committee  <b>THE COMMITTEE ARE ASKED TO APPOINT 1 MEMBER OF THE SAFEGUARDING SUB COMMITTEE</b>	<p>The lead member role is a statutory role charged with championing the needs of children and young people. The Chairman and the nominated lead member will fulfil the statutory role as the lead member responsible for children's services.</p> <p>Lead members are expected to attend the following statutory meetings:</p> <ol style="list-style-type: none"> <li>1. The City and Hackney Safeguarding Board</li> <li>2. Statutory meetings with the Director of Children's Services</li> <li>3. Statutory meetings with OFSTED</li> <li>4. Statutory meetings with Children in Care Council</li> <li>5. Be a member of the safeguarding sub committee.</li> </ol> <p>The Lead Members will receive regular updates on key areas of Children Safeguarding, and will have involvement in relevant commissioning areas.</p>
<b>Adult Safeguarding</b> 2 Members of the Safeguarding Sub Committee.	<p>The lead members are expected to champion the needs of older people.</p> <p>Lead members are expected to cover the following statutory meetings:</p> <ol style="list-style-type: none"> <li>1. Attend the quarterly City and Hackney Adult safeguarding</li> </ol>

<p><b>THE COMMITTEE ARE ASKED TO APPOINT <u>TWO</u> MEMBERS OF THE SAFEGUARDING SUB COMMITTEE.</b></p>	<p>board.</p> <ol style="list-style-type: none"> <li>2. Attend the quarterly adult advisory board</li> <li>3. Attend the quarterly rough sleepers board</li> <li>4. Attend statutory meetings with CQC</li> <li>5. One Member to be part of the safeguarding subcommittee.</li> </ol> <p>The Lead Members will receive regular updates on key areas of Adult Safeguarding, and will have involvement in relevant commissioning areas.</p>
<p><b>Young People</b> 1 Member</p> <p><b>THE COMMITTEE ARE 1 TO APPOINT <u>ONE</u> MEMBER OF THE GRAND COMMITTEE.</b></p>	<p>The Committee has, in the past, appointed a representative to serve on initiatives like the Balfour Beatty London Youth Games and Partnership for Young London. The Lead Members will receive regular updates on our work with Young People, and will have involvement in relevant commissioning areas.</p>
<p><b>Rough Sleepers</b> 1 Member</p> <p><b>TO APPOINT <u>1</u> MEMBER OF THE GRAND COMMITTEE.</b></p>	<p>The lead member is expected to support, challenge, scrutinise and champion the work undertaken in relation to rough sleepers, attend quarterly meetings of the Members and Officers Rough Sleepers Group.</p>

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# Agenda Item 8

<b>Committees</b>	<b>Dated:</b>
Safeguarding Sub Committee Community and Children's Service	02/05/2018 11/05/2018
<b>Subject:</b> Special Educational Needs and Disability (SEND) Update Report	<b>Public</b>
<b>Report of:</b> Andrew Carter, Director of Community and Children's Services	<b>For Information</b>
<b>Report author:</b> Theresa Shortland, Head of Service – Education and Early Years	

## Summary

This report provides an update to the Safeguarding Sub Committee on the first year of the three-year SEND Strategy 2017–20 and the work with children and young people with special educational needs and disability (SEND) in the City of London.

This report also provides an update on the outcomes of the Area SEND Inspection of the City of London 12–16 March 2018.

## Recommendation

Members are asked to:

- Note the report.

## Main Report

### Background

1. The duties on local areas regarding provision for children and young people with SEND are contained in the Children and Families Act 2014. The Ofsted/Care Quality Commission (CQC) Inspection Framework sets out the legal basis and the principles of inspection. The Minister of State for Children and Families has tasked Ofsted and the CQC with inspecting local areas on their effectiveness in fulfilling these duties.

### The Local Area Inspection for children and young people with SEND

2. Her Majesty's Chief Inspector of Education, Children's Services and Skills (HMCI) gave notification on 5 March 2018 to the City of London local area that they were going to be inspected under section 20 of the Children Act 2004 from 12 to 16 March 2018.

3. The inspection provided an independent, external evaluation of how well the City of London local area carries out its statutory duties in relation to children and young people with SEND to support their development.
  - a. Ofsted will publish the inspection findings in letter form, setting out briefly the context of the inspection, the evidence gathered, any strengths and weaknesses and areas recommended for improvement. The letter will constitute an inspection report under Regulation 3 of The Children Act 2004 (Joint Area Reviews) Regulations 2015. The outcome of the inspection should be available in early May 2018.

### **First year of the SEND Strategy 2017–20**

4. The initial self-evaluation assessment was completed in October 2017 based on the formal external evaluation that took place in July/August 2017 and discussions with parent carers and colleagues from social care and health. In February 2018, the Education and Early Years team began the process of reviewing the first year of the three-year SEND Strategy 2017–20. The self-assessment was reviewed and updated to reflect progress during the first year. (See Appendix 1: *The City of London Corporation Local Area SEF Summary: The SEND Reforms in the City of London*)
  - a. Since the Strategy was written in February 2017, a new governance structure for SEND has been put in place, including the SEND Programme Board which is proving a significant driver for improvement – not least because we have a parent co-chairing the board with the Assistant Director, Children’s & Community Directorate.
  - b. The rapid pace of development over the past year means that the plan for year two of the SEND strategy needs to reflect the current position and the ambition of the City of London Corporation. We want to revise the strategy in coproduction with our health colleagues and, most importantly, with our parent carers, children and young people. The priorities for the next year will be incorporated into the workstream plans for 2018/19.
  - c. The priorities for the next year are outlined in the Self Evaluation and will be embedded in the workstream plans for 2018/19.

### **Conclusion**

5. The first year of the SEND Strategy 2017–20 has delivered positive outcomes for children and young people with SEND in the City of London. The Area SEND Inspection provided an independent, external evaluation of how well the City of London local area carries out its statutory duties in relation to children and young people with SEND to support their development.



## **Appendices**

### Appendix 1:

The City of London Corporation Local Area SEF Summary: The SEND Reforms in the City of London.

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## The City of London Corporation Local Area SEF Summary: The SEND Reforms in the City of London

Our Local Area vision for children and young people with Special Educational Needs and Disabilities (SEND) is that the City of London (the City) is a place where children and young people with special educational needs, disabilities, mental health conditions or other long-term medical conditions can thrive and experience a smooth progression into adulthood. We want our children and young people to be confident that they are highly valued, equal to all of their peers, and have high expectations for their futures.

***Our SEND strategy includes six priorities that represent a cycle of support. These priorities are:***

1. Identifying needs early
2. Effectively meeting needs
3. Protecting children from harm and supporting independence
4. Coproduction and participation
5. Creating smooth transitions between stages and services
6. Improving outcomes and creating area-wide impact

### Areas where we are making the most progress

#### **We have a clear strategic direction that is well understood**

The City Corporation has a strong and clear vision for what needs to change and is driving that forward at pace. Leaders have consistently shown a high level of commitment and a sense of urgency towards improving services and outcomes for children and young people with SEN and/or disabilities. Elected members are well informed and offer a good level of challenge. There are clear policies in place that include a high level of ambition for City children and young people. There is good understanding of strengths across the local area and plans are underway further to develop service impact and reach. Key managers from education, health and social care coproduce strategies and work in partnership on strategic decision-making groups. Sound governance structures underpin the SEND strategy, and action plan workstreams

are beginning to have impact on provision and participation. The City is a small authority with relatively few children and young people; however, a wide range of services are commissioned so that pathways and support systems are in place for most eventualities.

***A priority is to continue to drive a high level of ambition for excellent outcomes for children and young people with SEND and their families within all Corporation and partners' systems and structures. (StrAP - Priority 3)***

### **Sound governance structures have been developed and successfully implemented**

The overall governance is clear with the Grand Committee, chaired by a Lead Member, having the overarching strategic overview. The accountability structure under the Grand Committee ensures senior leadership oversight via the Children's Executive Board which has achievement, Early Help and SEND as standing agenda items. Members are also kept up to date regularly through the Safeguarding Sub Committee and annually via the Health and Social Care Scrutiny Committee. The SEND Programme Board (chaired by the Assistant Director with responsibility for children and adult services, co-chaired by a representative from the CCG, and with a parent carer as vice-chair) is an effective forum that brings together all agencies and interested groups. In addition, the Health and Well-being Board maintains an oversight of children and young people with SEND as a significant vulnerable group as identified through the JSNA. This structure means that there is a high level of accountability throughout the local area with outcomes for children and young people with SEND a major priority.

#### **Priorities are:**

- ***to increase the level of challenge in the SEND Programme Board about outcomes and impact for children and young people with SEN/D rather than focusing on processes and actions.***
- ***to increase the participation of children, young people and families in co-production at a strategic level so that their voices are integral and impact on the specification, quality and delivery of services. (StrAP -Priority 1)***

### **Identification and assessment for children and young people is good because of effective multi-agency working.**

The City Corporation proactively collects information from early years providers and the Sir John Cass Foundation primary school on the number of children who receive SEN Support. Information on pupils with SEND is also sought from independent schools, secondary schools and colleges in other boroughs where City-resident children and young people are educated. Good communication between City and Hackney CCG, Tower Hamlets CCG and the Education and Early Years' Service means that any needs identified through the Health Visitor progress checks are followed up and children are carefully monitored as they move through early years into school and so provision is made available in a timely manner. Early Help Services regularly bring together professionals from all agencies to develop effective strategies to support families, children and young people.

***A priority is to improve communication with Tower Hamlets health visitors so that the consistency and impact of 2-year progress checks for families with a Tower Hamlets GP can be monitored and the information from the checks used more effectively to identify children's additional needs. (SAP – Priority 2)***

### **Progress and attainment for children and young people with SEND in the City are better than national**

The majority of children and young people with SEND resident in the City of London are educated in good or outstanding early years settings and schools, supported by the highly personalised SEN provision they receive. There is only one maintained school located within the City, Sir John Cass Foundation Primary School, and no secondary or special schools. Educational test results for children receiving SEN Support attending Sir John Cass and those with EHCPs, are better than national. Attainment gaps between pupils at SEN Support and those without are narrow. Results for 2017 show that in Key Stage 2, achievement at the expected standard in all subjects is 27% above the national average. At Key Stage 1 the results are above national average. Children and young people with SEND and their families have access to a wide range of social and cultural activities within the City and in neighbouring boroughs and this contributes to good outcomes.

The needs of children and young people who are in public care are well understood and the Virtual Headteacher is able to access support services (e.g. educational psychology) as soon as necessary and any identification of SEND or 'under attainment' triggers additional tuition support.

***A priority is to develop closer relationships, including data sharing protocols, with the early years settings, schools and colleges outside the City and in the independent sector where children and young people with SEND who are resident in the City are educated so that we can evaluate outcomes for these pupils and more closely match services to their needs and aspirations. (SAP – Priority 2)***

### **Statutory timescales are met and all statements have been transferred to Education, Health and Care Plans**

Timescales are being met with regard to transfer of statements to EHCPs and in the production of new EHCPs. All transfers are complete. Due to the small numbers involved, children and families receive a highly personalised approach and senior officers know the children and young people well. Care is taken to ensure appropriate regard is paid to the wishes and aspirations of children, young people and their parent carers. There has been strong engagement with parent carers to transfer statements to EHC Plans and to develop each plan. This personalised approach extends into transition arrangements and young people eligible for adult social care are well known and well planned for. Recommendations from a recent independent review of EHC plans (November 2017) are being implemented as each plan is reviewed, with outcomes being more linked to children's aspirations, made 'smarter' and the overall quality improved.

***A priority is to identify or develop a tool with which to evaluate/measure outcomes from EHC plans to link to and inform joint commissioning of services and the monitoring of contracts. (SAP – Priority 2)***

### **Joint Commissioning arrangements have set firm foundations for achieving good outcomes.**

The Commissioning Team is embedded in the work of Children's Services with a strong focus on outcomes for children and young people with SEND. Pathways and access to services are well understood so that children and young people do not have to wait long for provision to

be put in place. The City has excellent relationships and partnerships with City and Hackney CCG to underpin joint working and commissioning. A core specification has been developed ensuring that all services commissioned/ recommissioned are able to demonstrate inclusive practice. Pathways have been agreed so that City of London resident children at Sir John Cass primary are referred to City and Hackney health services, even where the family is registered with a Tower Hamlets GP. This ensures equity and consistency of service for all children and their families. There are a number of examples in the local area of effective integrated commissioning, such as those outlined in the Children, Young People and Maternity workstream and the well-developed plans for aligning budgets across the local area are a sound foundation on which to build effective joint commissioning for SEND.

**Priorities are:**

***To move from 'integrated' to 'joint' commissioning for SEND, building on the existing plans for aligned budgets with health.***

***To ensure commissioning arrangements reflect and meet the needs of City of London children and young people with SEND and, to ensure clear pathways for City of London children and young people with SEND who are registered with Tower Hamlets GPs. (StrAP - Priority 2)***

**Social Care provides high quality support and encourages families to be self-sustaining and access resources within the community.**

Teams across education, health and social care know their children and young people and their families well. Joint working takes place when children and young people with SEND are also known to Social Care. If any child or young person with an EHCP is eligible for a short break, this is linked to the appropriate outcome in their plan. Adult Social Care and Health work closely with Children's Social Care and family from the age of 14 to support seamless transitions into adult services. An Early Help Toolkit has been developed that includes a 'distance travelled' tool to capture the impact of interventions. All recently commissioned youth and play services support children and young people with SEND to access their community.

***A priority is to increase education, health and Early Help joint working through the multi-agency referral process in order to create more effective pathways and services for children and young people with SEND. (SAP – Priority 1)***

**The City of London SEND Local Offer is becoming established as the one place for up to date information about provision and how to access it.**

The SEND Local Offer is a key tool for supporting and communicating information so that parents can find the information they need to access services and understand processes. "Communitas" was commissioned to engage parents to develop the local offer further and, based on this consultation, a more accessible and user-friendly version was launched at the end of October 2017.

**Priorities for the local offer are:**

- ***to promote the redesigned local offer to key target audiences through a range of communication channels. (StrAP – Priority 3)***
- ***to develop more direct information about online safety, and add information about housing options and independent living in***

*the secondary and young adults pages.*

**The Local Area system for Early Years and childcare is working effectively for families**

The local authority Education and Early Years Team has built strong relationships with early years settings and provides effective support and challenge to improve provision and outcomes for children with SEND. Practitioners and settings are clear about the identification process and the graduated approach of assess, plan, do and review. Public Health services are performing well e.g. for vulnerable families, health visitors make two visits additional to the mandatory five and 100% of mothers are still breastfeeding at six weeks because of this good support. The Family and Young People Information (FYI) Service and Local Offer set out clearly what support is available from different targeted and specialist services for early years and how support can be accessed. Advice, guidance and training for early years providers is established, ensuring that children with SEND are supported by inclusive practice in early years and childcare settings. Children's centre activity is delivered across a number of sites but is not yet effectively coordinated so as to meet strategic priorities and will be subject to a full review in 2018.

***A priority is to develop a systematic, comprehensive Children's Centre offer. (SAP – Priority 1)***

**Areas where we are making less progress**

**The engagement of parent carers of children on SEN Support and the engagement and participation of young people**

Feedback from parent carers of children and young people with EHC Plans shows a high level of satisfaction and engagement. Engagement with parents and carers has recently been strengthened through parents being represented, including as vice-chair, on the SEND Programme Board. We have commissioned Contact and the National Network of Parent Carer Forums (NNPCF) to support parents to set up a more formal Parent Carer Forum which more effectively represents their views, including those parents with children receiving SEN Support but who do not have an EHC plan. The City of London forum is now established and members are working with the local area to improve services and outcomes for all children and young people with SEND. The engagement and participation of young people is at an early stage of development, but is seen as a vital and urgent initiative if strategic and service developments are to be effective. An officer has been commissioned to lead on coproduction and advice and support has been sought from KIDS as part of the Making Participation Work project.

***A priority is to improve the engagement and participation of young people with SEND. (SAP – Priority 1)***

### **The consistent use of data to evaluate and drive outcomes**

A SEND dataset has been developed that monitors changes in cohorts of children and young people with SEND. The dataset is updated before and discussed at each SEND Programme Board. However, there is limited use made of the information in the JSNA and that comes from the Health and Well-being Board. This is because previous JSNA data was reported across Hackney and the City, making specific City data difficult to disaggregate. However, the most recent JSNA includes greater detail about SEND in the City and so provides a sound basis on which to base judgements and service developments. Work to use the Local Offer or the outcomes and provision in EHC plans to identify gaps in services and to inform SEND commissioning is at an early stage. While teams across education, health and social care are far more aware of the need to evaluate their interventions, impact on outcomes is not routinely measured making effectiveness and value for money difficult to determine.

***A priority is to develop an effective system to evaluate outcomes that will inform our commissioning and strategic planning, oversight and scrutiny. (StrAP – Priority 1)***

### **Personal Budgets linked to Education, Health and Care plans**

City and Hackney CCG has offered personal health budgets to all children with continuing care packages for several years – but there have been no City children in this cohort, however the offer is there as and when needed. However, the development of personal budgets for EHC provision is at an early stage. Discussions are underway across the local area to agree protocols, including integrated and pooled budgets, to underpin a successful personal budgets programme. Currently, no families have taken up the option of a personal budget to cover elements of the provision in their children's EHC plans, other than direct payments for short breaks. A personal health budget is available for children and young people with EHC plans but no mechanisms are yet in place as none have been requested.

***Priorities are to improve coordination of personal budgets across agencies, and to develop the market of services from the public, charity and commercial sectors to offer parents greater choice and control over delivery of provision in EHC plans.***

### **Short breaks**

Due to its small resident population, the City of London does not currently commission its own specialist Short Breaks providers but has arrangements with both Hackney and Tower Hamlets that enable access to a range of service provision. The SEND local offer includes a number of activities within the City and in neighbouring boroughs but not all are accessible for children and young people with more complex needs nor is the overall leisure offer directly informed by children and young people with SEND and their families. Parents have asked for more short breaks and accessible leisure provision to be developed with the City itself, which would offer children and young people and their families greater social opportunities within their community.



***A priority is to work with families, City organisations and/or charities to develop new short breaks and social and learning opportunities for children and young people with SEND, particularly young people in the 14-25 age group. (SAP – Priority 4)***

#### **Preparing children and young people for adulthood from the earliest years**

Pathways and opportunities to prepare children and young people for adulthood have yet to be fully developed. Young People's views are sought on their experiences and their involvement in identifying their own needs, but these are not currently collated and analysed. Consideration is being given as to how young people with complex needs can access social activities in their community and with growing independence. This will include support during holiday periods for children and young people to practice independence skills in the community to support long term inclusion and to embed skills being taught in schools and colleges. There is some supported housing provision available for young people with learning disabilities who are resident in the City, which offers them the opportunity to live independently. However, information about this provision is not available in the Local Offer and so young people and their families may not be aware of the provision or eligibility criteria.

***A priority is to put broad scope plans into place for Post 16 and Post 19 progressions and exit pathways so that when children and young people are transitioning into adulthood their access to training, employment and independent living is facilitated. (SAP – Priority 5)***

#### **Pathways to employment for adults with learning difficulties**

Work is underway to facilitate smooth transitions to adulthood, with cases being discussed at the transition forum and effective planning for Post 16 and Post 19 for individual children and young people through the EHCP process. However, few adults with learning difficulties resident in the City of London are currently in employment and the City is working with local businesses to identify possible routes to employment, including supported internships. To date, outcomes-focused assessments and the use of desired outcomes has not been part of planning/service development and so low aspirations may be limiting the degree of independence and employment opportunities for young people moving through the system. The Local Offer is being developed to include more information about preparing for adulthood and employment and to signpost pathways to employment and skills for independence.

***A priority is to develop links with available resources to support employment and training and to ensure action pathways are in place to work towards increased employability and raised employment levels. (SAP – Priority 6)***

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<b>Committees:</b>	<b>Dates:</b>
Community and Children's Services Housing Management and Almshouses Sub Committee	11 May 2018 5 June 2018
<b>Subject:</b> Fire Safety Review – HRA Properties	<b>Public</b>
<b>Report of:</b> Andrew Carter Director of Community & Children's Services	<b>For Decision by Community and Children's Services</b>
<b>Report author:</b> Paul Murtagh Assistant Director Barbican and Property Services	

## Summary

The purpose of this report is to inform Members of the work that has been done on potential improvement works to enhance the safety of the City of London Corporation's (CoLC's) social housing portfolio, and its residents in the event of fire. The report also seeks the views of, and guidance from Members on the strategic direction the CoLC should take in its approach to fire safety.

## Recommendations

The Committee is asked to:

1. Note, consider and discuss the work that has been done on potential improvement works to enhance the safety of the CoLC's social housing portfolio and its residents in the event of fire.
2. Note the completion of the 2018 fire risk assessments for the CoLC's social housing portfolio and agree and approve the outline 'action plan' for dealing with the improvements required.
3. Provide advice and guidance to officers on the strategic direction the CoLC should take in its approach to fire safety.
4. Agree the retro-fitting of Automatic Water Fire Suppression Systems (Sprinklers) for Great Arthur House and on the recommendation of the Director of Community and Children's Services consider the retro-fitting of sprinklers to the four remaining social housing high rise tower blocks.

## **Main Report**

### **Background**

1. An initial paper was presented to this Committee, the Housing Management and Almshouses Sub-Committee and the Audit and Risk Management Committee in July 2017. This initial paper outlined actions we had taken in the immediate aftermath of the Grenfell Tower fire and set out our plans for further action. Further update reports were brought back to this Committee in September and November 2017 and in January 2018.
2. The initial paper presented to this Committee in July 2017, and all subsequent update reports, informed Members of the CoLC's position, and the progress made, with matters such as:
  - fire risk assessments,
  - communication with residents,
  - estate management,
  - fire safety maintenance and improvement works,
  - inspections by the London Fire Brigade (LFB),
  - potential future improvement works.
3. Questions were raised about the use of sprinkler systems and the installation of fire alarms in high-rise blocks of flats. The CoLC's high-rise flats do not currently have such systems. As part of the review of current processes and procedures relating to fire safety in its homes, research has been done into these, and other areas of improvements. The results are outlined in this report.

### **Considerations**

4. This report has been prepared following a review of the CoLC's processes and procedures relating to fire safety in its homes to ensure that they remain robust and fit for purpose and its residents remain safe.
5. The report has been prepared and produced in conjunction with the CoLC's Fire Safety Adviser and with input and guidance from other colleagues across various departments.

### **Automatic Water Fire Suppression Systems (Sprinklers)**

6. Regulations in England mean that only buildings constructed since 2007 and which are taller than 30 metres, are required to have sprinklers fitted. This requirement was not applied retroactively. Less than 1% of social housing tower blocks are fitted with sprinklers and none of the CoLC's five social housing tower blocks are fitted with sprinklers.
7. It is generally well documented and accepted that a sprinkler system is one of the most effective tools available to prevent the spread of fire in high-rise blocks of

flats. The installation of sprinklers in high-rise blocks of flats has significant benefits including:

- enhancing the safety of occupants and firefighters in the event of fire in the property;
- reducing the costs of a fire on local authorities and other property owners affected;
- reducing the financial consequences and other burdens associated with fires;
- reducing the demands on fire and rescue, police and ambulance/health services responding to events and the aftermath of major fires in high-rise accommodation;
- helping address shortcomings in other fire protection measures such as compartmentation.

8. There are however real issues and concerns with the retro-fitting of sprinkler systems, which is why they have not been installed in any great numbers. These issues include:

- the process is intrusive for residents and may require them to leave their home due to the nature of the works,
- the retro fitting of sprinklers into existing buildings is very difficult to achieve in terms of structural problems, water storage, etc,
- retro fitting sprinkler systems is very difficult to achieve in historic buildings or buildings with planning restrictions.
- the cost of retro fitting sprinkler systems is considered to be extremely expensive

9. As part of the review of its processes and procedures, and to give Members a realistic appraisal of the potential retro-fitting of sprinkler systems, the CoLC commissioned an independent feasibility study into the fitting of sprinkler systems into its eight tower blocks (five social housing blocks and three on the Barbican Estate). The study was carried out by Butler & Young Associates, a specialist independent firm of mechanical and electrical consulting engineers. The firm's findings are attached as Appendix 1 to this report.

10. For the purpose of this report, the focus is on the five tower blocks that form part of the Housing Revenue Account (HRA) namely:

- Great Arthur House, Golden Lane;
- Petticoat Tower, Middlesex Street;
- West Point, Avondale Estate;
- Central Point, Avondale Estate;
- East Point, Avondale Estate.

11. The feasibility study concludes that from a practical point of view, the retro-fitting of a sprinkler system can be achieved without undue complications and without the need to decant residents. The one potential exception to this is the need to comply

with planning restrictions. At this stage, this potential complication has not been explored in detail.

12. The feasibility study also gives indications of the total cost for both tenant and leaseholder flats, which do not include fees, VAT and on-going maintenance costs. These are summarised in the table below:

Block	Units	Cost
Great Arthur House	120	£676,880
Petticoat Tower	92	£537,768
West Point	74	£431,096
Central Point	74	£431,096
East Point	74	£431,096
<b>Total:</b>	<b>434</b>	<b>£2,507,936</b>

13. It is worth noting that the cost of installing sprinklers has already increased as a result of the response to demand from the sector. There is already a concern that even with the current demand for sprinklers, there will soon be a skills shortage in this area. This, and the increase in costs, will likely become even more significant if the anticipated changes to the current regulatory system and to the Building Regulations include the retro-fitting of sprinklers.
14. As outlined previously, there is no legal obligation on the CoLC to consider the retro-fitting of sprinklers in its tower blocks. With the exception of Great Arthur House, the recently completed fire risk assessments do not support the installation of sprinklers in the CoLC's tower blocks either as a suitable fire precaution or, as part of a fire evacuation strategy.
15. The CoLC's Fire Safety Adviser has provided his views and advice on the issue of installing sprinklers and his views are attached as Appendix 2 to this report.
16. Having considered the technical advice, the Director of Community and Children's Services would like members to consider the longer-term fire safety and robust risk management of our social housing, high rise towers.

## Fire Doors

17. As Members will be aware from previous reports on fire safety presented to this Committee, the vast majority of front entrance doors to individual flats in our residential blocks of flats are as originally installed. As such, it is expected that these doors will provide a notional 15 to 20 minutes fire resistance. While this does not comply with the current Building Regulations for new-build properties, this in itself does not mean that the doors must be changed. However, if a fire risk assessment carried out under the provisions of the Regulatory Reform (Fire Safety) Order 2005, determines that the doors require upgrading to maintain the required level of compartmentation, then the doors must be replaced.

18. As part of the work we have been doing in relation to fire safety, we identified a small number of front entrance doors from our residential blocks of flats that were already undergoing improvement works, to be sent away for destructive fire resistance testing. There are very few testing facilities in the country that offer this service and those that do, including the Building Research Establishment (BRE), have had serious capacity issues.
19. The position with the testing of the front entrance doors, at the time this report was written, is outlined below:

Address	Date tested	Outcome
8 McMorran House	3 February 2018	Failed 15mins 30secs
23 Lambfold House	3 February 2018	Failed 16mins 30secs
5 Eric Wilkins House	3 February 2018	Failed 16mins 30secs

20. The destructive testing carried out on the doors to date, indicates an average fire resistance of 16 minutes. Although this is in line with what was predicted for doors in their original state, it gives serious cause for concern when set against the recommendations from many of the 2018 FRA's. An example of the fire testing report undertaken is attached as Appendix 3 to this report.
21. It should also be pointed out that, in terms of component life cycles, the expected life-span of a timber main entrance door is between 20 and 30 years. The vast majority of front entrance doors to individual flats in our residential blocks are as originally installed and so have reached the end of their useful life and are due to be replaced.
22. At this early stage, it is estimated that a replacement door programme for all the CoLC's HRA residential blocks of flats will cost in the region of £4million.

## **Fire Alarms**

23. As has been reported on several occasions previously, the LFB continues to advise against the installation of fire alarms in communal areas. However, as part of the work we have been doing on fire safety, we have considered the potential installation of fire alarms in the common parts of our tower blocks and other blocks of flats set against the specific legislation and the guidance available at the time.
24. Early warning of a fire is an essential part of ensuring that residents can evacuate safely from their flats. The success of smoke alarms in reducing the number of casualties from fires in dwellings is well documented. The provision of appropriate smoke (and sometimes heat) alarms is now considered a basic component of fire safety in flats. Through a programme of electrical testing across all of its social housing estates, the CoLC is installing hard-wired carbon monoxide, smoke and heat detectors in all its tenanted flats.

25. Although purpose-built blocks of flats are not normally provided with communal fire detection and alarm systems, there are exceptions. The most common example is a sheltered housing scheme. However, this is a 'special case' and even then, a 'stay-put' policy is normal.
26. In general needs' blocks designed to support a 'stay-put' policy (as is the case with all our blocks), it is accepted that a fire alarm system is unnecessary and undesirable. Such a system will inevitably lead to a proliferation of false alarms, imposing a burden on fire and rescue services and, ultimately, lead to residents ignoring warnings of what could be genuine fires. In addition, the ability to effectively manage a fire alarm system is rarely possible in a block of flats, unless it is staffed at all times.
27. The very clear advice is that fire alarms should only be fitted in existing blocks of flats where there is clear justification, and only as a last resort for example, when it is impossible to upgrade other measures to enable a 'stay-put' policy.
28. Notwithstanding the above, for the purpose of completeness in terms of our tower blocks, we have received information on the cost of installing fire alarms in the communal areas as summarised below:

<b>Block</b>	<b>Units</b>	<b>Cost</b>
Great Arthur House	N/A	Already installed
Petticoat Tower	92	£158,800
West Point	74	£119,950
Central Point	74	£119,950
East Point	74	£119,950
<b>Total:</b>	<b>314</b>	<b>£518,650</b>

29. It should also be noted, that if a sprinkler system is fitted in the tower blocks, there is even less reason or need for a fire alarm system to be installed.

### **Fire Risk Assessments (FRAs)**

30. As Members will be aware, Frankham Risk Management Services Limited was commissioned to carry out new FRAs for each of our residential blocks. These new FRAs are very detailed and cover not only those areas previously inspected, but also any further areas of concern raised since the Grenfell Tower fire.
31. Previous FRAs carried out on the CoLC's residential blocks have been a Type 1 as required by legislation. The new FRAs are Type 3, which go beyond the requirements of the Regulatory Reform (Fire Safety) Order 2005. Type 3 FRA's cover everything required for a Type 1 FRA but also provide for an assessment of the arrangements for means of escape and fire detection (smoke alarms, heat detectors, etc.) within a sample of the flats (typically around 10%). A Type 3 FRA is non-destructive but the fire resistance of doors to rooms and compartmentation within the flat is considered.



32. Frankhams has now completed the new FRAs for our social housing estates and the final reports have been received and agreed. Attached at Appendix 4 to this report is the recently agreed 'Specific Hazard Identification and Action Plan Template for Fire Risk Assessments', which lists the recommendations from all the FRA's on our residential blocks. This is an overview of all the recommendations on all our blocks of flats and, for this purpose, individual blocks are not specified.
33. Officers are now working on developing detailed action plans for each of the residential blocks to ensure that the works required are completed in a timely manner in line with the FRA's recommendations. It should be noted however, that the final action plans for each block will, possibly to a significant extent, be affected by decisions taken by this Committee as a result of this report. It is intended, subject to the approval of this Committee, that the FRA's and resulting action plans should be available for publishing by the first week in June.

### **Leaseholder Recharges for Fire Safety Improvement Works**

34. The issue of recharging leaseholders for fire safety improvement works is a key consideration for the CoLC. We have approximately 800 long leaseholders in our residential blocks of flats (HRA). Whether or not they can be recharged for potential improvement works such as the installation of sprinklers, replacement of fire doors and so on will have a significant bearing on the affordability of such measures and the financial burden for the CoLC and the leaseholders themselves.
35. Given the importance of this matter, Counsel's opinion has been sought on the ability of the CoLC to recharge leaseholders for fire safety works. A report will be presented to this Committee in due course.

### **Great Arthur House**

36. As Members will be aware, due to the extensive refurbishment work being carried out at Great Arthur House, it had previously been decided not to carry out an FRA during 2016, when the CoLC's other residential blocks were done. However, even though the refurbishment work is still far from complete, it was felt prudent to undertake an FRA on Great Arthur House as a priority.
37. Notification was received from Frankhams that there were potentially serious compartmentation issues with the main entrance doors and side panels that required immediate attention / further investigation. Further investigation revealed that, although not as serious as first thought, there are issues with compartmentation at Great Arthur House that meant the 'stay put policy' in the event of fire could not be sustained.
38. Following discussions with representatives of the LFB, an action plan was developed and implemented to ensure the safety of residents in Great Arthur House. The action plan provided for:
- the installation of a communal fire alarm system as a temporary measure until a permanent hard-wired fire alarm system can be installed

- the delivery, and installation where required, of individual smoke detectors to all flats in Great Arthur House
  - the introduction of a 'Waking Watch', a team of four security staff patrolling the building at all times, whose role is to alert residents in the event of a fire and to assist in any evacuation process
  - the introduction of an evacuation process for residents in the event of a fire.
39. A hard-wired fire alarm system was subsequently procured, installed and, on completion, the system was commissioned. There are a number of residents who have refused us access to install the detection units within their flats and appropriate action is being taken to gain access. We have recently received confirmation from the LFB that, until access has been achieved to all flats and the detection units installed, the Waking Watch must remain in place.
40. Due to the unique nature of the building and its issues, Great Arthur House is being dealt with as a 'special project' in terms of the fire safety works. As well as the further detailed investigation work that is presently being carried out on the compartmentation issues, a Gateway process is underway to facilitate the removal and replacement of two front entrance 'screens' and doors to individual flats. These will be replaced to replicate the ones removed and the units taken out will be used for destructive testing to assess their level of fire resistance, one in its original condition and the second in an upgraded condition. This will allow us to determine the extent of work required to upgrade the compartmentation of the front entrance doors and screens to the rest of the flats in the block. Members will be kept informed of progress with this project through the Fire Safety Update Reports presented to this Committee.

### **Collaborative Working**

41. Several opportunities have arisen for representatives of the London Councils to get together to discuss the various approaches they are taking to ensure processes and procedures relating to fire safety in their homes remain robust and fit for purpose.
42. One such opportunity is the London Housing Directors' Fire Safety Sub-Group, which the CoLC is a member of. Through its membership, the CoLC has, for example, had the opportunity to contribute to a response to the interim report on the Grenfell Tower tragedy issued by Dame Judith Hackitt. We have also been able to discuss with other London Councils topics such as ACM cladding (the type installed at Grenfell Tower), fire safety improvement measures such as fire doors and sprinklers and leaseholder recharges.
43. In general terms, most of the other London Councils face the same issues as the CoLC and are embarking on similar courses of action. Many of the other London Councils do have problems with ACM cladding on their residential blocks and are at various stages of removing and replacing it.
44. For comparison purposes, the work other London Councils are doing in relation to fire safety improvements includes:

- Hammersmith and Fulham - installing sprinklers in all its high-rise blocks with no charge to leaseholders,
- Wandsworth - installing sprinklers in 99 high-rise blocks with the intention of recharging leaseholders,
- Croydon - fitting sprinklers in 25 high-rise blocks,
- Westminster - fitting sprinklers in high-rise blocks,
- Waltham Forest - fitting sprinklers in high-rise blocks,
- Enfield - fitting sprinklers in high-rise blocks,
- Harringay – not fitting sprinklers,
- Lewisham – not fitting sprinklers.

## **Financial Implications**

45. As outlined earlier in this report under the heading “Leaseholder Recharges for Fire Safety Improvement Works”, the issue of recharging leaseholders for fire safety improvement works is a key consideration for the CoLC. With approximately 800 long leaseholders in its residential blocks of flats (HRA), whether they can be recharged for potential improvement works such as the installation of sprinklers, replacement of fire doors and so on will have a significant bearing on the affordability of such measures and the financial burden for the CoLC.
46. Setting aside the issue of leaseholder recharges, fire safety improvement works are currently not provided for within the HRA Capital Works Programme. As such, any decision to carry out these previously ‘unplanned’ works will put additional pressure on the HRA and there may need to be a review of priorities particularly in relation to our new housing delivery programme. In simple terms, for every £1million we spend on ‘unplanned’ works such as fire safety improvement works, we lose the ability to fund four new homes from the HRA towards our housing delivery programme.
47. Clearly, once final decisions have been made on what additional fire safety improvement works are to be carried out and the results of the general stock condition survey are known, the detailed profile of planned HRA expenditure and funding will need to be fully refreshed and a revised financial strategy developed and approved by Members.

## **Legislation**

48. All the CoLC’s residential blocks of flats complied fully with the requirements of the Building Regulations at the time of their construction. Given that the Building Regulations are not retrospective, they remain compliant.
49. Issues do arise however, as in the case of Great Arthur House as a result of a FRA carried out under the provisions of the Regulatory Reform (Fire Safety) Order 2005, deficiencies were highlighted in the structure of the building undermining the required level of compartmentation in relation to fire safety. In such cases, these deficiencies must be addressed and remedied, and it is no defence to argue that the building complied with the Building Regulations at the time it was built.

50. In the aftermath of the Grenfell Tower tragedy, further concerns were again raised with the adequacy of the building regulations with particular regard to fire safety. In response, Dame Judith Hackitt was asked by the Secretary of State for the Department for Communities and Local Government (DCLG) and the Home Secretary to conduct an Independent Review of Building Regulations and Fire Safety with a particular focus on their application to high-rise residential buildings.
51. Although her final report is not due until the Spring this year, in December last year, Dame Judith produced an Interim Report and presented to parliament. In the foreword to her report, she states that:
- “As the review has progressed, it has become clear that the whole system of regulation, covering what is written down and the way in which it is enacted in practice, is not fit for purpose, leaving room for those who want to take shortcuts to do so”.
52. It does appear that there will be significant changes to the current regulatory system and to the Building Regulations regarding fire safety and in particular to high-rise residential buildings. Some of these changes are likely to be retrospective. The retro-fitting of sprinklers, for example, which has been debated for many years, particularly more so since the Lakanal House fire on 3 July 2009, is believed to be one such area of improvement.
53. With this in mind, Members may take the view that the CoLC, like several others are doing, should wait until the final report is published before deciding on its future strategic approach to fire safety.

## **Conclusions**

54. Members will be aware from the several Fire Safety Update Reports presented to this, and other Committees that the CoLC has responded very positively and efficiently to the demands placed on it by the Grenfell Tower tragedy. We have done considerable work in the following areas:
- fire risk assessments,
  - communication with residents,
  - estate management,
  - fire safety maintenance and improvement work,
  - inspections by the London Fire Brigade,
  - potential future improvement works.
55. This report informs Members of the work done on potential improvement works to enhance the safety of the CoLC's social housing portfolio and its residents in the event of fire. The report also seeks Members views and guidance on the strategic direction the CoLC should take in its approach to fire safety with particular regards to our genuine high-rise residential blocks in relation to:
- retro-fitting sprinklers,
  - installation of fire alarms,
  - upgrading front entrance doors.

56. It has previously been agreed that the entrance doors and frames to our social housing properties will be upgraded to give up to 60 minutes fire resistance at an estimated cost of £4million. This makes sense not only from a fire safety perspective but also from a planned maintenance perspective as the doors have long since reached the end of their useful life.
57. As outlined previously, the retro-fitting of sprinklers in CoLC tower blocks is not currently required by law and, except for Great Arthur House, is not supported by the recently completed FRA's. In the case of Great Arthur House, the issues relating to compartmentation identified by the FRA's are complex and potentially challenging to resolve. As such, the installation of a sprinkler system in Great Arthur House has considerable merits in providing an additional level of protection for residents given the compartmentation issues identified.
58. The decision to retro-fit sprinklers in our other tower blocks is not as clear cut in that it is not supported by legislation or the recommendations of the Fire Risk Assessments. The current technical advice does not necessitate retro-fitting sprinklers in these blocks. However, there are reasons why Members may want to positively consider retro-fitting sprinklers across all our social housing high rise towers, such as: the obvious benefits that sprinklers provide (as outlined within this report), the potential cost implications if retro-fitting does become a legal requirement and the avoidance of a divergence within the City's high-rise flats. Therefore, the Director of Community and Children's Services is recommending that Members positively consider the retro-fitting of Automatic Water Fire Suppression Systems (Sprinklers) across all our social housing high rise tower blocks.

## **Appendices**

- Appendix 1: Feasibility study into the retro-fitting of sprinklers in our high-rise residential blocks.
- Appendix 2: CoLC's Fire Safety Adviser's Report
- Appendix 3: Example report on fire testing to doors.
- Appendix 4: *Specific Hazard Identification and Action Plan Template for Fire Risk Assessments - Please note this will be tabled at the meeting*

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# City of London Retrofit Sprinkler Schemes

## Feasibility Study into Retrofit Sprinkler Systems at Eight Tower Blocks

**Barbican – 3 Tower Blocks**



**Avondale – 3 Tower Blocks**



# City of London Retrofit Sprinkler Schemes

**Middlesex Estate – 1 Tower Block**



**Golden Lane Estate- 1 Tower Block**





# City of London

## Retrofit Sprinkler Schemes

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# City of London Retrofit Sprinkler Schemes

## Executive Summary

City of London (CoL) have commissioned Butler & Young Associates (BYA) to prepare a feasibility study into the potential retro-fitting of water suppression systems (sprinklers) into the CoL's 8 high rise blocks, the report is to contain at least the following for each block.

- Practicalities of installing such a system (can it be done?);
- Benefits of installing such a system (compared to other potential fire safety measures such as alarms etc);
- Risks associated with installation;
- Potential costs;
- Structural problems (water storage/supply and the like);
- Limitations and restrictions etc.

CoL objective is to reduce risk of the consequences of a fire.

The blocks all comprise multi person accommodation.

The study has reviewed the following aspects: water supplies, pipework distribution, sprinkler head positions, fire escape routes and smoke/fire detection systems, it has not looked into fire compartmentation.

We have consulted with London Fire Brigade (LFB) in the preparation of this report for the Barbican Estate towers. At the time of issue we await input from the CoL Fire Officer.

This report includes adequate information to take these proposals to the next stage i.e. it provides sufficient design intent to reduce price risk of allowing an approved contractor to undertake their design/interpretations independently without guidance.

Costs within this report include for concealing both the sprinkler heads and pipework as much as possible.

Costs within this report also cover the thermal insulation of the pipework, where necessary, to minimise the risk of freezing.

The costs do not include for the required asbestos R&D surveys, removal of asbestos or any controlled works within areas of asbestos.

The costs do not include for all or any part of a smoke/fire alarm system.

The costs do not include for any fire compartmentation other than making good following the installation of the new sprinkler system.

# City of London Retrofit Sprinkler Schemes

## CoL Fire Officer

We have asked for confirmation of certain elements from the CoL Fire Officer and replies that will impact on this report.

### Questions asked:-

#### All blocks

- Sprinkler systems for all blocks to comply with BS 9251- 2014, please confirm.

#### Barbican - 3 Tower blocks

- Can the supply to the new sprinkler pumps be taken from the Wet riser tank marrying pipes?
- Please confirm if just one operational alarm is required, i.e. adjacent to the sprinkler pump or would an alarm be required in each apartment?  
There is a fire alarm to each so therefore may not require the sprinkler alarm to each.
- External escape routes which pass other apartment windows: As each room will be protected we have assumed that the windows will not require drenching. Please could you confirm?
- Is protection required to any of the escape routes from the lift lobbies. We have allowed for lift lobbies to be protected

#### Avondale - 3 Tower blocks

- There are no fire alarms to this block, will separate fire alarm indication be required from each flat connected to 24/7 man security?
- We did not see a standby generator, please could you clarify whether Firemans lift has a dual supply and whether emergency lights are battery packed?

#### Middlesex Estate Petticoat Tower

- There are no fire alarms to this block, will separate fire alarm indication be required from each flat connected to 24/7 man security?
- We did not see a standby generator, please could you clarify whether Firemans lift has a dual supply and whether emergency lights are battery packed?
- Middlesex Street has only one means of escape stairway.

#### Golden Lane Estate – Great Arthur House

- There are no fire alarms to this block, will separate fire alarm indication be required from each flat connected to 24/7 man security?
- We did not see a standby generator, please could you clarify whether Firemans lift has a dual supply and whether emergency lights are battery packed?

# City of London Retrofit Sprinkler Schemes

## Options/Proposed Systems

### **There are 2 options i.e. a fixed automatic sprinkler system or a water mist system**

A fixed domestic automatic sprinkler system will comply with BS 9251- 2014, which will also include for the communal areas that impose a risk to the residents for means of escape.

A water mist system will require a pump set in each dwelling which will be a high maintenance issue and would not extend into the communal areas. We therefore consider that this type of system would not to be suitable for these blocks.

The BS does not require each flat to be alarmed to notify of sprinkler operation, only for the main pump. We have not allowed for the alarm to be connected to any 24/7 emergency care system but this can be easily undertaken to provide an alarm in the event of sprinkler operation to enable LFB to be called.

Separate flat alarms maybe a client desirable but have not been included.

There is inadequate pressure within the water main supplies to provide both the flow/pressure requirements to the highest sprinkler heads and therefore separate water storage or around 5,000 litres maximum will be required with a single pump unit sized to suit the required flow and pressures in compliance with BS 9251-2014. Alternatively, subject to confirmation with CoL Fire Officer it may be possible to use the wet riser tanks for the water source of the new sprinkler system within the Barbican Estate towers.

Due to the pressure provided at the lower levels from the booster pump and to ensure that there is adequate pressure to serve the highest heads it may be necessary to provide inline pressure reducing valves on the branch supplies. This will be confirmed during the design process and we have made an allowance for these in the cost.

We are aware that the residential sprinkler regulations allow for connections to be taken from the domestic boosted system but in our opinion this is not a preferred method as it creates excessive dead legs which will dramatically increase the risk of legionella bacteria growth with potential colonisation of the domestic water system.

# City of London

## Retrofit Sprinkler Schemes

The following are our proposals for each of the blocks/sites

### **Barbican**

This site consists of 3 tower blocks

There is communal basement car parking throughout. The car parks already have their own fully operational sprinkler system. These systems are currently being modified from a wet to an alternate system, and do not form part of this study.

There is a fire alarm system with a detector in each flat and alarm panel at reception. There are no detectors in the communal lift lobby areas.

There is a communal services tunnel that interconnects throughout the site. As this is a possible avenue for the fire to spread, sprinklers will be allowed from each of the residential blocks systems to the lobby accessing this tunnel to lower this risk.

We did not notice any Gerda boxes to provide the necessary information for the fire brigade but understand they make regular visits to the site and are familiar with all firefighting systems installed.

### **Lauderdale Tower**

- Construction 1970
- 41 residential floors (117 flats) with 2 basement plant areas
- Basement – Wet riser plant area, Domestic water plant area, Garchey waste collection disposals area and residents' stores.
- Standby generator for emergency lighting and Firemans lift
- The block has been provided with a wet riser system having its own water storage tanks, electric & diesel pumps, wet riser outlet valve at each level (mainly in the lift lobbies) and fire brigade infill valve.
- The block has been provided with one Firemans lift for use by LFB during an emergency.
- There is asbestos throughout.
- Reception double height.
- Floors 1 to 37 – 3 flats on each
- Floors 38 & 39 – 2 flats on each
- Floors 40 & 41 - Penthouses

# City of London

## Retrofit Sprinkler Schemes

### Shakespeare Tower

- Construction 1970
- No service subway to this block
- 41 residential floors (116 flats) with 2 basement plant areas
- Basement – Wet riser plant area, Domestic water plant area, Garchey waste collection disposals area and residents' stores
- Standby generator for emergency lighting and Firemans lift
- The block has been provided with a wet riser system having its own water storage tanks, electric & diesel pumps, wet riser outlet valve at each level (mainly in the lift lobbies) and fire brigade infill valve
- The block has been provided with one Firemans lift for use by LFB during an emergency
- There is asbestos throughout
- Reception double height
- Floor 1 - 2 flats
- Floors 2 to 37 – 3 flats on each
- Floors 38 & 39 – 2 flats on each
- Floors 40 & 41 – Penthouses

### Cromwell Tower

- Construction 1970
- 39 residential floors (111 flats) with 2 basement plant areas
- Basement – Wet riser plant area, Domestic water plant area, Garchey waste collection disposals area and residents' stores
- Standby generator for emergency lighting and Firemans lift
- The block has been provided with a wet riser system having its own water storage tanks, electric & diesel pumps, wet riser outlet valve at each level (mainly in the lift lobbies) and fire brigade infill valve
- The block has been provided with one Firemans lift for use by LFB during an emergency
- There is asbestos throughout
- Reception double height
- Floors 1 to 35 – 3 flats on each
- Floors 36 & 37 – 2 flats on each
- Floors 38 & 39 – Penthouses

# City of London Retrofit Sprinkler Schemes

## Typical proposals for each Barbican block

We propose three risers, one in each plumbing riser which are independently accessed on every floor and will provide access/entry into each flats without crossing the communal lift lobby areas.

The lift lobby communal areas can be protected by side wall sprinklers from each riser which will require drilling through and fitting to the lift lobby walls.

The means of escape area can also be protected by the same method off each riser.

All basement areas that contain fire protection plant, equipment or pipework will be protected, residential stores area will be protected together with lobby entrances to communal service tunnels.

We were able to access two flats, one in Shakespeare tower which is close to being refitted out by the leaseholder, plaster board ceilings have been added throughout and the other being flat 152 in Cromwell tower which has the original plastered/concrete ceilings.

Intent would be to run a new sprinkler main along the dwelling hallway with recessed side wall sprinklers into each / every room and recessed pendant heads along the hallway. This would require a slightly dropped plasterboard ceiling throughout the length of the hallway and all necessary modifications to ceiling lights, local tenant fitted alarms, etc.

## Questions

- Practicalities of installing such a system (can it be done?)  
The answer is yes as proposals verifies
- Benefits of installing such a system (compared to other potential fire safety measures such as alarms etc)  
The fire is contained until LFB arrive  
Towers have fire alarm system therefore this comparison is irrelevant  
Sprinklers can be provided to the means of escape stairway which currently are unprotected  
There is no alternate escape stairway route from the lift lobby areas and sprinklers would assist in protecting the current route  
May reduce the requirement for preventing internal fire spread via the construction
- Risks associated with installation  
Minimum risk other than normal building construction works which would be covered by method statements on how the works are to be installed.  
Asbestos surveys and removals if in the area of the intended works.

# City of London

## Retrofit Sprinkler Schemes

- Potential costs  
As attached
- Structural problems (water storage/supply and the like)  
There are none
- Limitations and restrictions etc.  
Listed building approval

### **Estimated Cost - Barbican**

Exclusive of any Asbestos works, VAT and Fees

Lauderdale Tower	£613,818.00
Shakespeare Tower	£608,764.00
Cromwell Tower	£581,594.00



# City of London Retrofit Sprinkler Schemes

## **Avondale Estate**

This site consists of 3 tower blocks, West, Central and East, all of which are typical throughout.

There is no fire alarm system to these blocks, the only facility is if each tenant or leaseholder have fitted their own local detectors/alarm but this does not provide warning to other occupiers or LFB during an emergency.

Gas meters/risers are within cupboards within each flat which appear not to be ventilated or fire compartmented.

Each block has a dry riser with an outlet at every other floor adjacent to the Firemans lift.

There are two lifts which service alternate floors and one of the lift is for use by the fire brigade.

We were unable to locate a standby generator for use of both the lift and lights during emergency and assume that the lift will have a dual electrical supply and emergency lights are of the battery pack type.

There are two central risers accessed from the lift lobby and internal access stairs, one being electrical in the lift lobby the other being the dry riser in the stairway, service risers are within the demise of the flats.

There is an internal access stair and partly covered external means of escape stairs with open side.

## **Each Tower**

- Construction 1960s.
- 19 residential floors (74 flats) no basement areas.
- Ground floor – Dry riser inlet, Domestic water plant area, Electrical intake and Waste collection disposals area.
- Residents' stores are separate and externally located. No protection required.
- Provided with a dry riser system with outlet landing valves at alternate floors.
- Each block has been provided with one Firemans lift for use by LFB during an emergency with exit on the same level as the dry riser landing valves.
- It is believed there is asbestos throughout.
- There are two stairways from each lift lobby area
- Ground floor - 2 flats.
- Floors 1 to 18 – 4 flats on each.
- Mainly consists of studio and one bedroom flats.

# City of London Retrofit Sprinkler Schemes

## Typical proposals for each Avondale block

It would be difficult to install the new sprinkler riser into the same riser as the dry riser as access into this duct is restricted.

Access for sprinkler pipework into the service riser duct would mean accessing and drilling within the demise of each of the flat, the best location if this was to be considered within the flat demise would be alongside the gas riser but it would be extremely intrusive to install.

We therefore believe the best solution would be to locate the riser in the rear external, partly covered means of escape stair which would require the new main to be thermally insulated and boxed to prevent freezing, protection and concealment. We do not believe this would be a planning concern but it would need to be checked.

The new sprinkler main could branch from the riser to each flat, running at high level in each lift lobby area with insulation to prevent freezing and boxing to protect and conceal.

The lift lobby communal areas can be protected by sidewall or pendant sprinklers heads, (subject to final solution) from each main routing to the flats. The means of escape area can also be protected, if necessary, by a similar method.

All plant areas that will contain fire protection plant, equipment or pipework will be protected along with block entrance areas.

We were able to access one flat one in West Block which had just been decorated.

Intent would be to run a new sprinkler main down the dwelling hallway with recessed side wall sprinklers into each/every room and recessed pendant heads along the hallway, this would require slightly dropped plasterboard ceiling throughout the length of the hallway and all necessary modifications to ceiling lights, local tenant fitted alarms, etc.

## Questions

- Practicalities of installing such a system (can it be done?)  
The answer is yes as proposals verify
- Benefits of installing such a system (compared to other potential fire safety measures such as alarms etc)  
The fire is contained until LFB arrive  
Provides LFB by indication the location of the fire  
May prevent the need to have a fire alarm system – would need Fire Officer comment  
Sprinklers can be provided to the means of escape stairways which currently are unprotected

# City of London

## Retrofit Sprinkler Schemes

May reduce the requirement for preventing internal fire spread via the construction

- Risks associated with installation  
Minimum risk other than normal building construction works which would be covered by method statements on how the works are to be installed.  
Asbestos surveys and removals if in the area of the intended works.
- Potential costs  
As attached
- Structural problems (water storage/supply and the like)  
There are none
- Limitations and restrictions etc.  
Possibly planning

### Estimated cost - Avondale

Exclusive of any Asbestos works, smoke/fire alarm systems VAT and Fees

West Tower	£431,096.00
Central Tower	£431,096.00
East Tower	£431,096.00

# City of London

## Retrofit Sprinkler Schemes

### **Middlesex Estate**

This site consists of 1 tower block named Petticoat Tower.

There is no fire alarm system to this block, the only facility is if each tenant or leaseholder have fitted their own local detectors/alarm, but this does not provide warning to other occupiers.

There is communal underground car parking which is protected by a dedicated sprinkler system and has not been considered within this report.

The block has an exposed dry riser with outlets at every other floor that coincide with the Firemans lift.

There are two lifts which serve alternate floors, one is labelled as a fire-fighting lift.

We were unable to locate a standby generator for use of both the fire lift and lights during emergency, we assume that the lift will have a dual electrical supply and emergency lights will be of the battery pack type.

There is an electrical riser within the lift stair lobby. We assume that all other risers are within the flat demise.

There is only one escape stairs off the lift lobby core which exits at podium level (level 2).

The internal access stair is also the means of escape stairs which has an open side, there is no secondary means of escape.

The refuse chute runs vertically through the whole block within the access/escape stairs.

The whole block with the main walls are of concrete construction with beams.

### **Petticoat Tower**

- Construction 1970s
- 24 floors
- Level 2 (podium) to level 23 each has 4 flats, (92 Flats)
- Level 1 – flats storage units
- Ground floor – flat storage units, plant & refuse areas with communal ground
- Ground & basement communal parking separated from the tower
- Lifts access alternate floors
- Ground floor – Dry riser inlet, Domestic water plant area, Electrical intake and waste collection disposals area

# City of London

## Retrofit Sprinkler Schemes

- Residents' stores are on levels ground and 1
- Provided with a dry riser system with outlet landing valves at alternative floors.
- Each block has been provided with one Firemans lift for use by LFB during an emergency, with exit on the same level as the dry riser landing valves
- It is believed there is asbestos
- Flats are an even mixture off one and two bedroom having two off each at each level (flats A& D being the two bedroom, B&C being the one bedroom)
- Concrete beams within flats that will require drilling
- Pipework to be extended from dwelling hallway to reach furthest corners within each flats.
- Only one stairway
- No secondary means of escape from each flat

### Proposals for Petticoat Tower

The best location for a new sprinkler riser would be in the corner adjacent to refuse chute, as this could be installed without disturbing the tenants.

From the new risers, sprinkler pipework could be routed at high level across the access stairway lobby and into the lift lobby, drilled holes will be required. The sprinkler main could then follow the contours of the lift lobby at high level in the corners between walls/ceilings to enter each flat at high level in the dwelling hallways. The whole pipe would be boxed and the section in the stairway lobby and riser be thermally insulated to prevent freezing.

Drilling would be required through all concrete walls along the pipework route and through the floors for the riser.

Sprinkler heads would be provided within the access stairway lobby, refuse chute and the lift lobby to provide protection to these areas.

All plant areas that will contain fire protection plant, equipment or pipework will be protected along with block entrance areas.

We were able to access a one bedroom flat which had just been decorated, which revealed a down stand concrete beam that the new sprinkler pipe will have to penetrate.

Intent would be to run a new sprinkler main down the dwelling hallway with recessed side wall sprinklers into each/every room off the hallway with recessed pendant heads along the hallway, this would require a slightly dropped plasterboard ceiling throughout the length of the hallway and all necessary modifications to ceiling lights, local tenant fitted alarms, etc.

Due to the extremities of the flat in the lounge and kitchen a supply would need to be extended into these rooms located in the ceiling to the wall corner with suitable boxing to permit all areas of the flat to be covered.

# City of London

## Retrofit Sprinkler Schemes

### Questions

- Practicalities of installing such a system (can it be done?)  
The answer is yes as proposals verify
- Benefits of installing such a system (compared to other potential fire safety measures such as alarms etc)  
The fire is contained until LFB arrive  
Provides LFB by indication the location of the fire  
May prevent the need to have a fire alarm system  
There are no secondary means of escape from each flat or an alternate escape route from the lift lobby areas  
Provides additional protection to each flat which have no secondary means of escape  
Provides protection to the one means of escape stairway  
May reduce the requirement for preventing internal fire spread via the construction
- Risks associated with installation  
Minimum risk other than normal building construction works which would be covered by method statements on how the works are to be installed.  
Asbestos surveys and removals if in the area of the intended works.
- Potential costs  
As attached
- Structural problems (water storage/supply and the like)  
Downstand beam penetration to be checked
- Limitations and restrictions etc.  
There are none

### Estimated cost

Exclusive of any Asbestos works, smoke/fire alarm systems VAT and Fees

<b>Petticoat Tower</b>	<b>£537,768.00</b>
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# City of London

## Retrofit Sprinkler Schemes

### **Golden Lane Estate**

This site consists of 1 tower block named Great Arthur House.

There is no fire alarm system to this block, the only facility is if residents or leaseholders have their own local detectors/alarm but this does not provide warning to other occupiers.

The block has an exposed dry riser with an outlet at every other floor which coincides with the Firemans lift.

The dry riser rises adjacent the vertical refuse chute in one of the stairways.

There is a stairway each end of the block, both of which are partly open.

Each flat has a separate escape route from its demise into either the lift lobby or stairway subject to the location of the flat.

There are two lifts which serve alternate floors, which are located centrally on each floor, one is labelled as a fire-fighting lift.

Between the lift and end stairways there are 4 flats on each side.

We were unable to locate a standby generator for use of both the fire lift and lights during emergency, we assume that the lift will have a dual electrical supply and emergency lights are of the battery pack type.

We believe there are electrical risers outside the flats but were unable to confirm this as panels need to be unfixed to access; most other risers are within the flat demise.

The whole block with the main walls are of concrete construction with beams.

### **Great Arthur House**

- Construction 1958 -1960
- 16 floors
- Level 1 to 15 have 8 flats each, (120 Flats)
- Ground floor – Reception, external boiler room, dry riser inlet
- Basement – Flat storage units, other plant areas & refuse collection area
- Two lifts that access alternate floors
- Provided with a dry riser system with outlet landing valves at alternative floors.

# City of London

## Retrofit Sprinkler Schemes

- Provided with one Firemans lift for use by LFB during an emergency, with exit on the same level as the dry riser landing valves
- There is asbestos, wall between bathroom and kitchen in each flat is asbestos
- Flats are one bedroom having 8 at each level
- Flats and lift lobbies have secondary means of escape

### Typical proposals for Great Arthur House

The best location for a new sprinkler riser would be in the corner adjacent to refuse chute dry riser, as this could be installed without disturbing the tenants.

From the new risers, sprinkler pipework could be routed at high level across the full extent of each floor lobby, drilled holes will be required. The sprinkler main could then follow the contours of the lobby at high level in the corners between walls/ceilings to enter each flat at high level in the dwelling hallways. The whole pipe would be boxed in and the section in the stairway lobby and riser be thermally insulated to prevent freezing.

Drilling would be required through all concrete walls along the pipework route and through the floors for the riser.

Sprinkler heads would be provided within the stairways and lobbies to provide protection to these areas.

All plant areas that will contain fire protection plant, equipment or pipework will be protected along with block entrance areas.

We were able to access a one bedroom flat (101) which had just been decorated. There is a wall containing asbestos between the kitchen/bathroom. The extremities of two rooms will not be covered by sidewall sprinklers in the hallway due to distance.

Intent would be to run a new sprinkler main down the dwelling hallway with recessed side wall sprinklers into each/every room off the hallway with recessed pendant heads along the hallway, this would require slightly dropped plasterboard ceiling throughout the length of the hallway and all necessary modifications to ceiling lights, local tenant fitted alarms, etc.

Due to the extremities of the flat in the lounge and bedroom a supply would need to be extended into these rooms located in the ceiling to the wall corner with suitable boxing to permit all areas of the flat to be covered.



# City of London

## Retrofit Sprinkler Schemes

### Questions

- Practicalities of installing such a system (can it be done?)  
The answer is yes as proposals verify
- Benefits of installing such a system (compared to other potential fire safety measures such as alarms etc)  
The fire is contained until LFB arrive  
Provides LFB by indication the location of the fire  
May prevent the need to have a fire alarm system  
Provides additional protection to each flat  
Provides protection to the means of escape stairways  
May reduce the requirement for preventing internal fire spread via the construction
- Risks associated with installation  
Minimum risk other than normal building construction works which would be covered by method statements on how the works are to be installed.  
Asbestos surveys and removals if in the area of the intended works.
- Potential costs  
As attached
- Structural problems (water storage/supply and the like)  
There are none
- Limitations and restrictions etc.  
There are none

### Estimated cost

Exclusive of any Asbestos works, smoke/fire alarm systems VAT and Fees

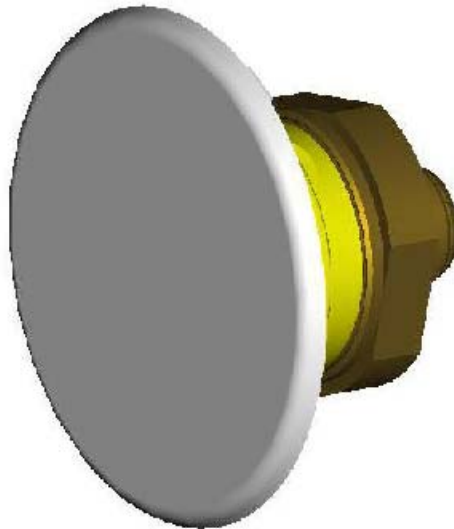
Great Arthur House	£676,880.00
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# **City of London Retrofit Sprinkler Schemes**

## **ALL SCHEMES GENERAL CONSIDERATIONS**

# City of London Retrofit Sprinkler Schemes

Typical Sprinkler heads within the flats



SIDE WALL SPRINKLER PLATE



CEILING SPRINKLER PLATE

# City of London

## Retrofit Sprinkler Schemes

### Retrofit Sprinkler Scheme – All Schemes

Connection from the water mains will be required to a sprinkler break tank located in the plant room areas (Barbican towers hopefully will be taken from the wet riser tanks) – subject to Fire Officer approval.

These will be a sprinkler pump unit feeding a new riser in each Tower serving all Tower levels, flats and stores.

Sprinkler pipework will be distributed at each floor level to the communal lobbies and extending into the apartments. (See drawings).

The sprinkler heads will be hidden and covered by a white 80mm flat plate.  
In a fire scenario the plate will drop at around 50Deg C revealing the sprinkler head behind.

Statistically the risk of accidental discharge is approx. 16,000,000:1.

### Disruption

There will be some noisy works whilst the risers are being installed as this will route through floors. The infill material between floors is currently unknown assumed as concrete.

There will also be noise from drilling and fixing of pipework.

There will be disruption in the lobby areas that the installer will have to control and monitor to ensure safety of the public.

We have been told by CoL that towers do contain asbestos therefore R&D surveys will be required and any asbestos located in the areas of the new sprinklers will need to be removed, which will be additional to the cost identified in this report.

# City of London Retrofit Sprinkler Schemes

## Detailed Design Consideration

### Retro fit sprinkler system considerations for all Tower blocks

Design based on BS9251:2014.

### Flow & Pressures

Boosting required due to the lack of available pressure from the waterman to reach the upper most levels.

Flow - 4 heads operating simultaneously @ 42 l/m each = 168 l/min.

Pressure – minimum of 0.5 bar (5m) at any sprinkler.

A dedicated power supply would be required to the pump set.

All sprinkler heads are subject to malicious damage and there is little that can be done to reduce this risk. Accidental discharge risk is negligible. The heads propose will have flat 65mm diameter white concealment covers that are soldered in position. During operation the solder covers fall off at a lower temperature exposing the sprinkler head bulb to the heat source.

We propose for the pipework to be plastic based and concealed in new ceilings and corner bulkheads. This material permits the installation to be kept as tight as possible to the existing fabric.

Our intent is to provide new false ceilings in each dwelling as the typical section included with the drawings in this report.

The precise number and location of sprinkler heads will be subject to the designer's engineer's calculations and spray patterns of heads selected.

# City of London Retrofit Sprinkler Schemes

## Tender Process

Following our design should the works proceed, it is proposed that we invite tenders from 5 No. residential sprinkler specialist installers.  
(depends on CoL tendering standard requirements)

NB The final design including the number of sprinklers and their positions will be determined by the contractor. (BS requirement).

# City of London Retrofit Sprinkler Schemes

## CoL sprinklers cost spread sheet

Flat cost based on the highest tender for Parkside  
Chelmsford 2595

<u>Tower block</u>	<u>No of flats</u>	<u>Cost each</u>	<u>Total</u>	<u>Fire Alarm</u>	<u>Standby Generator</u>	<u>PRV to each branch</u>	<u>Additional boxing</u>	<u>Sprinkler Alarm</u>	<u>TOTAL</u>
		£5,054.00				above level 16	Thermal Insulation	each flat	
						£300 each	£100 /M	£400	
<b>Barbican</b>									
Lauderdale Tower	117	£5,054.00	£591,318.00	Yes flats	Yes	£22,500.00	£0.00	£0.00	£613,818.00
Skakespeare Tower	116	£5,054.00	£586,264.00	Yes flats	Yes	£22,500.00	£0.00	£0.00	£608,764.00
Cromwell Tower	111	£5,054.00	£560,994.00	Yes flats	Yes	£20,700.00	£0.00	£0.00	£581,694.00
<b>Avondale Estate</b>									
West Tower	74	£5,054.00	£373,996.00	No	No	£900.00	£26,600.00	£29,600.00	£431,096.00
Central Tower	74	£5,054.00	£373,996.00	No	No	£900.00	£26,600.00	£29,600.00	£431,096.00
East Tower	74	£5,054.00	£373,996.00	No	No	£900.00	£26,600.00	£29,600.00	£431,096.00
<b>Middlesex Estate</b>									
Petticoat Tower	92	£5,054.00	£464,968.00	No	No	£2,400.00	£33,600.00	£36,800.00	£537,768.00
<b>Golden Lane Estate</b>									
Great Arthur House	120	£5,054.00	£606,480.00	No	No	£0.00	£22,400.00	£48,000.00	£676,880.00

# City of London Retrofit Sprinkler Schemes

## SKETCH DRAWINGS



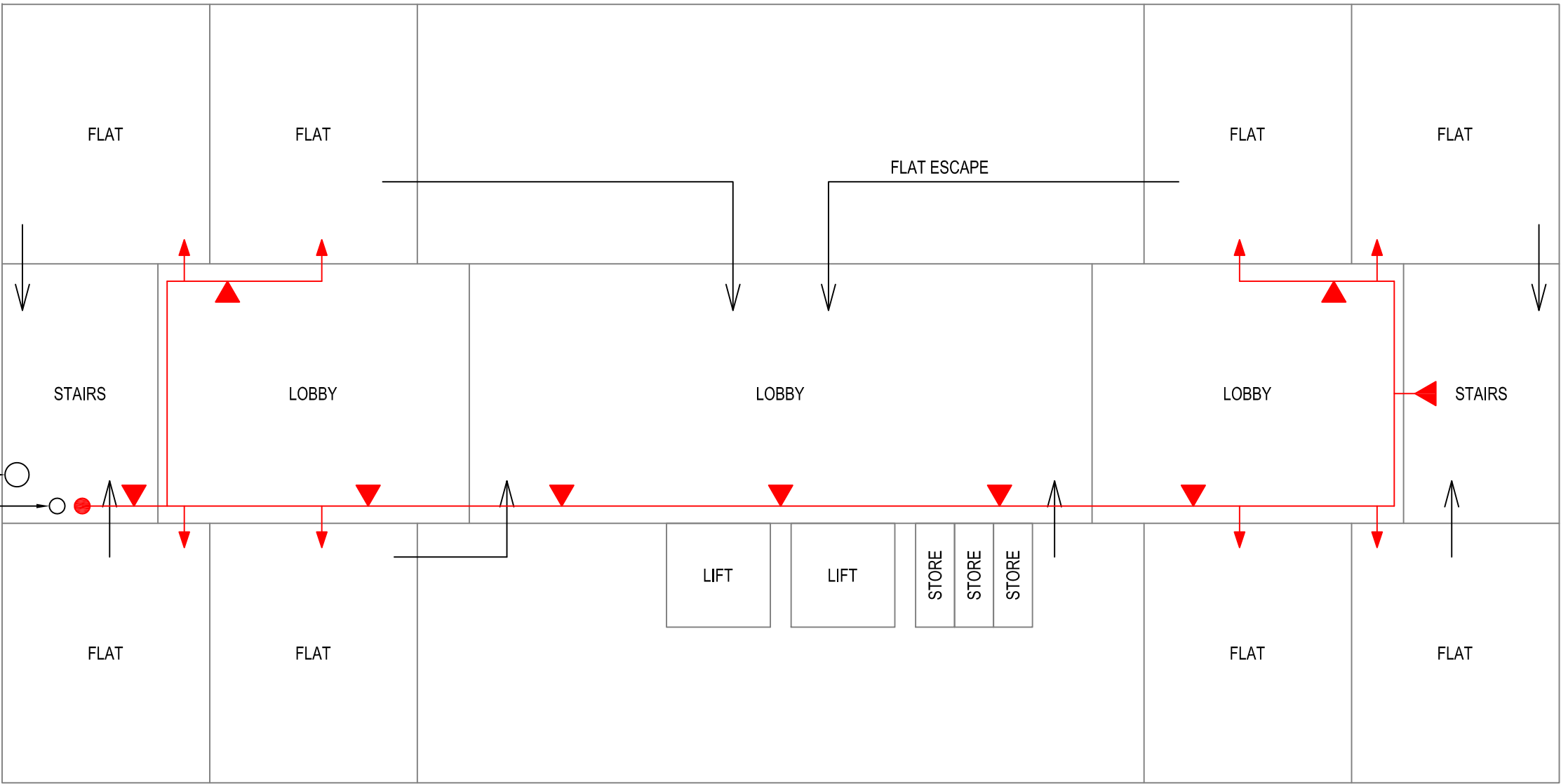
LEGEND

▼ TYPICAL SIDE WALL HEAD

↑ TYPICAL SPINKLER MAIN ENTRY





● TYPICAL SPINKLER RISER

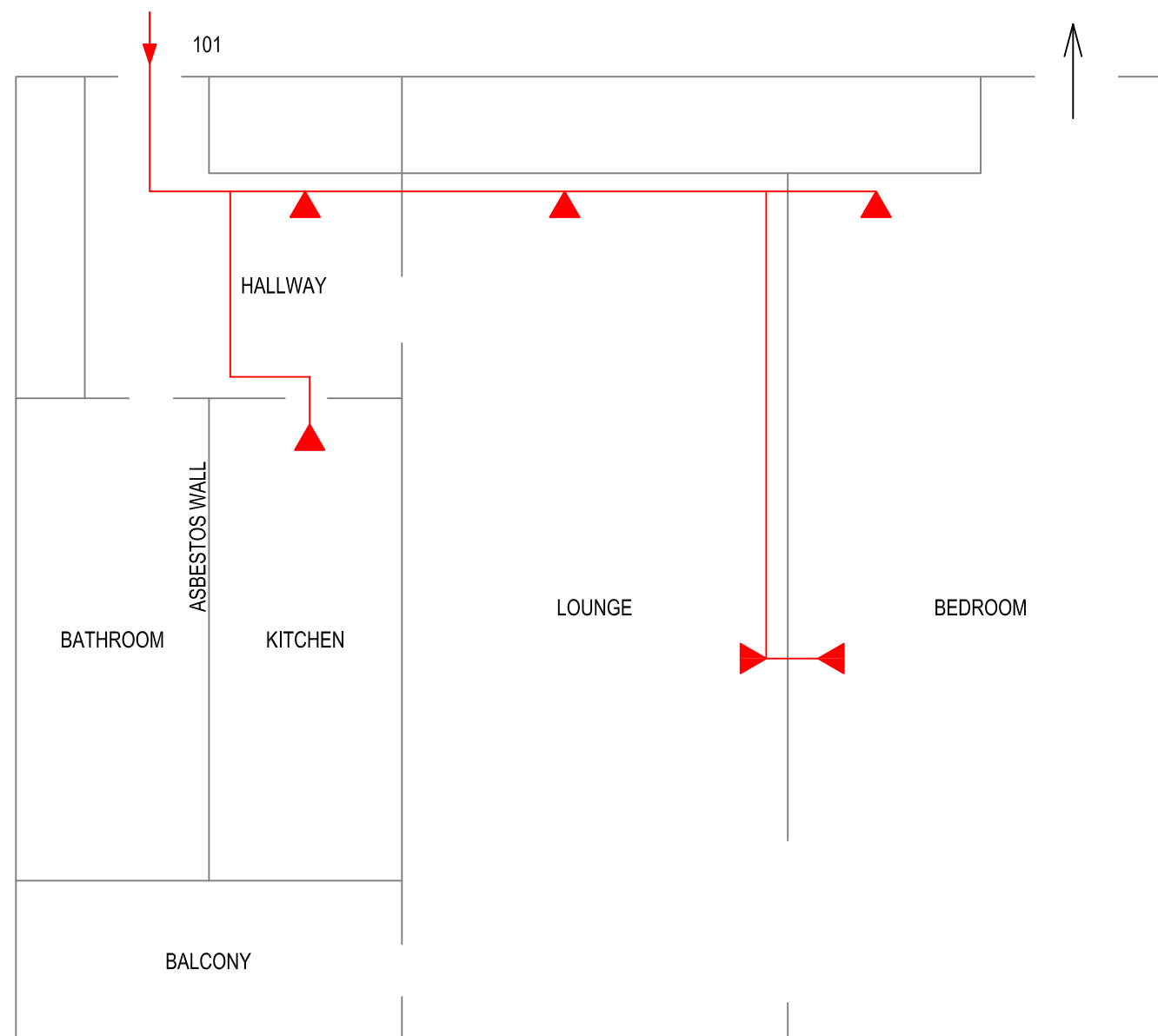
➞ ESCAPE



THIS SKETCH DOES NOT REPRESENT A  
TRUE ACCURATE LAYOUT.  
ITS FOR INFORMATION ONLY

GOLDEN LANE ESTATE  
GREAT ARTHUR HOUSE  
TYPICAL FLOOR PLAN/PROPOSAL  
SCALE (N.T.S.)

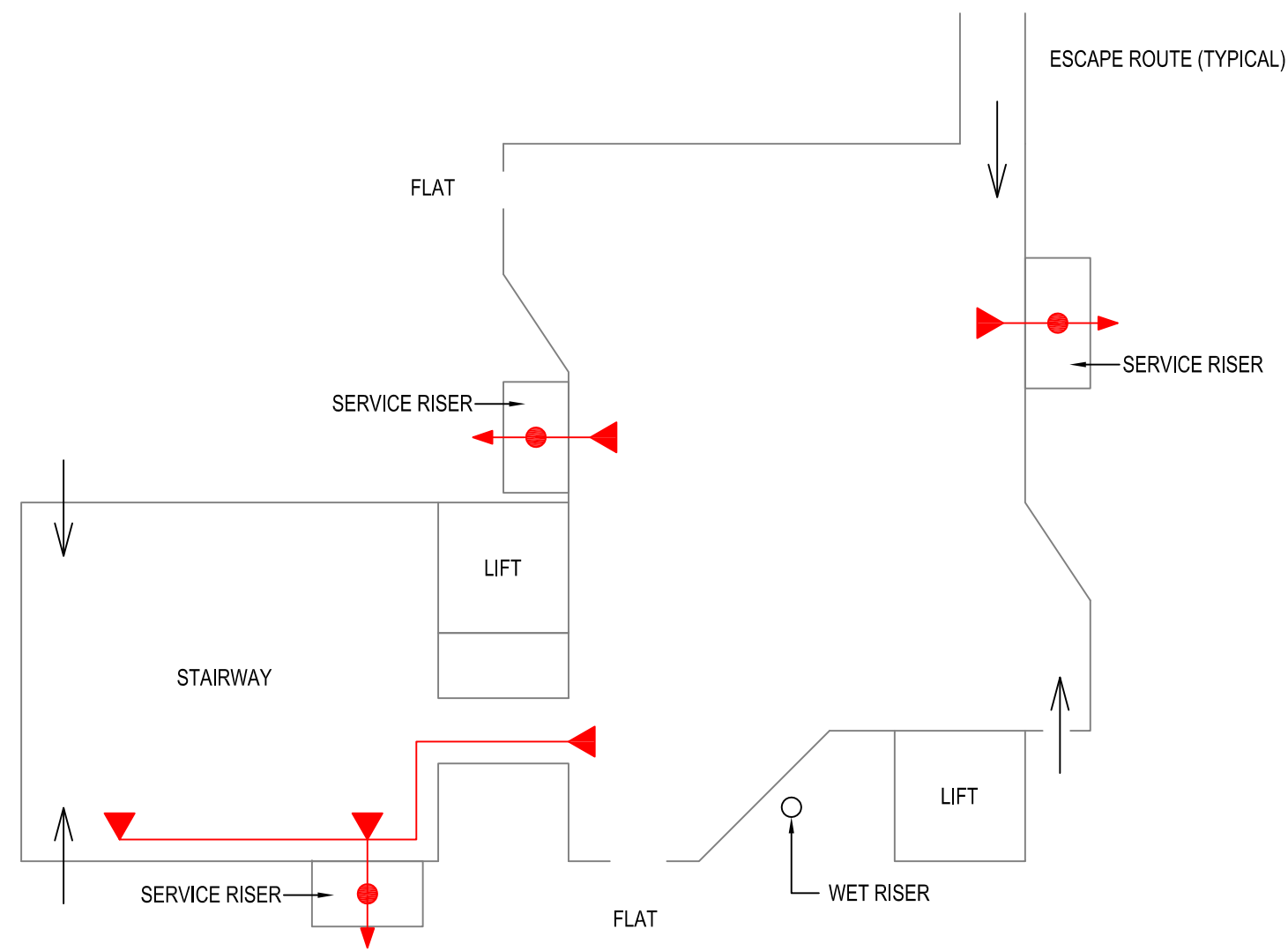
- LEGEND
-  TYPICAL SIDE WALL HEAD
  -  TYPICAL SPINKLER MAIN ENTRY
  -  TYPICAL SPINKLER RISER
  -  ESCAPE



THIS SKETCH DOES NOT REPRESENT A  
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GOLDEN LANE ESTATE  
GREAT ARTHUR HOUSE  
TYPICAL FLAT LAYOUT/PROPOSAL  
SCALE (N.T.S.)

- LEGEND
- TYPICAL SIDE WALL HEAD
  - TYPICAL SPINKLER MAIN ENTRY
  - TYPICAL SPINKLER RISER
  - ESCAPE

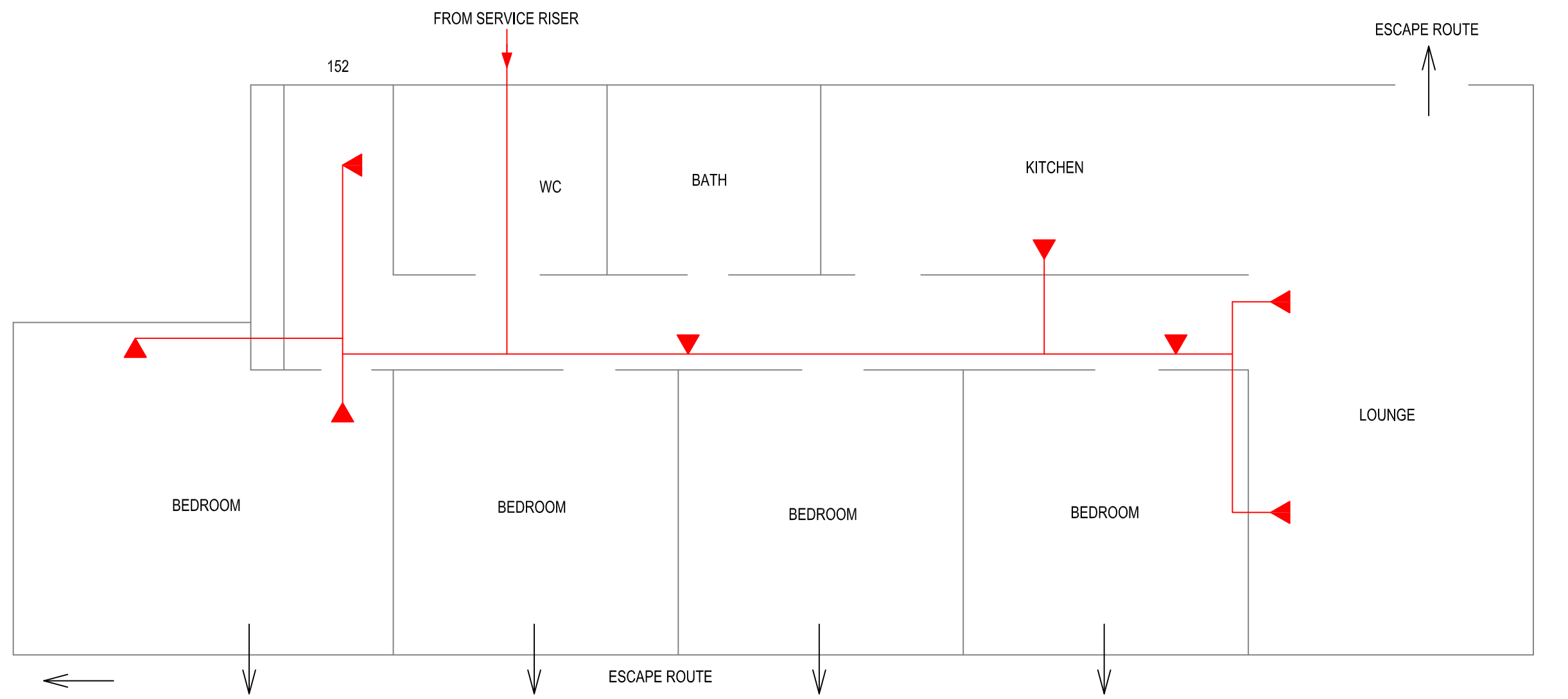


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TRUE ACCURATE LAYOUT.  
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BARBICAN ESTATE  
LAUDERDALE TOWER  
TYPICAL FLOOR PLAN/PROPOSAL  
SCALE (N.T.S.)

LEGEND

- TYPICAL SIDE WALL HEAD
- TYPICAL SPINKLER MAIN ENTRY
- TYPICAL SPINKLER RISER
- ESCAPE



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ITS FOR INFORMATION ONLY

BARBICAN ESTATE  
CROMWELL TOWER  
TYPICAL FLAT LAYOUT/PROPOSAL  
SCALE (N.T.S.)

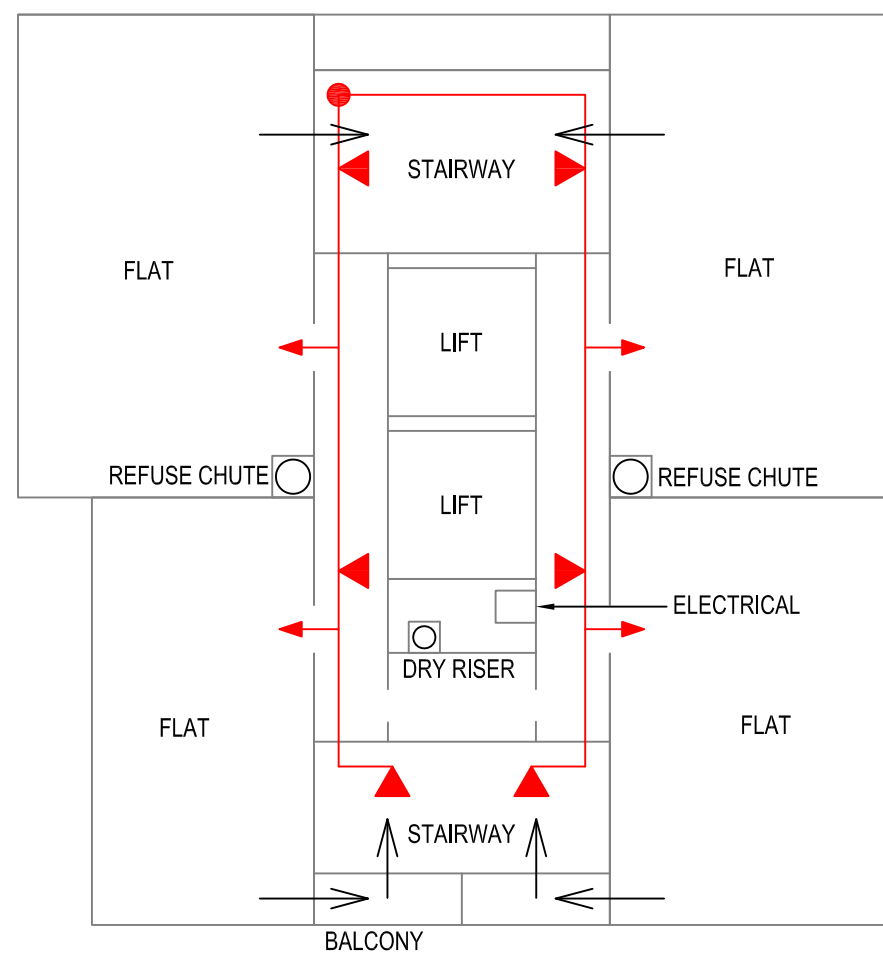
LEGEND

▼ TYPICAL SIDE WALL HEAD

↑ TYPICAL SPINKLER MAIN ENTRY

● TYPICAL SPINKLER RISER

→ ESCAPE



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TRUE ACCURATE LAYOUT.  
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AVONDALE ESTATE  
WEST TOWER  
TYPICAL FLOOR PLAN/PROPOSAL  
SCALE (N.T.S.)

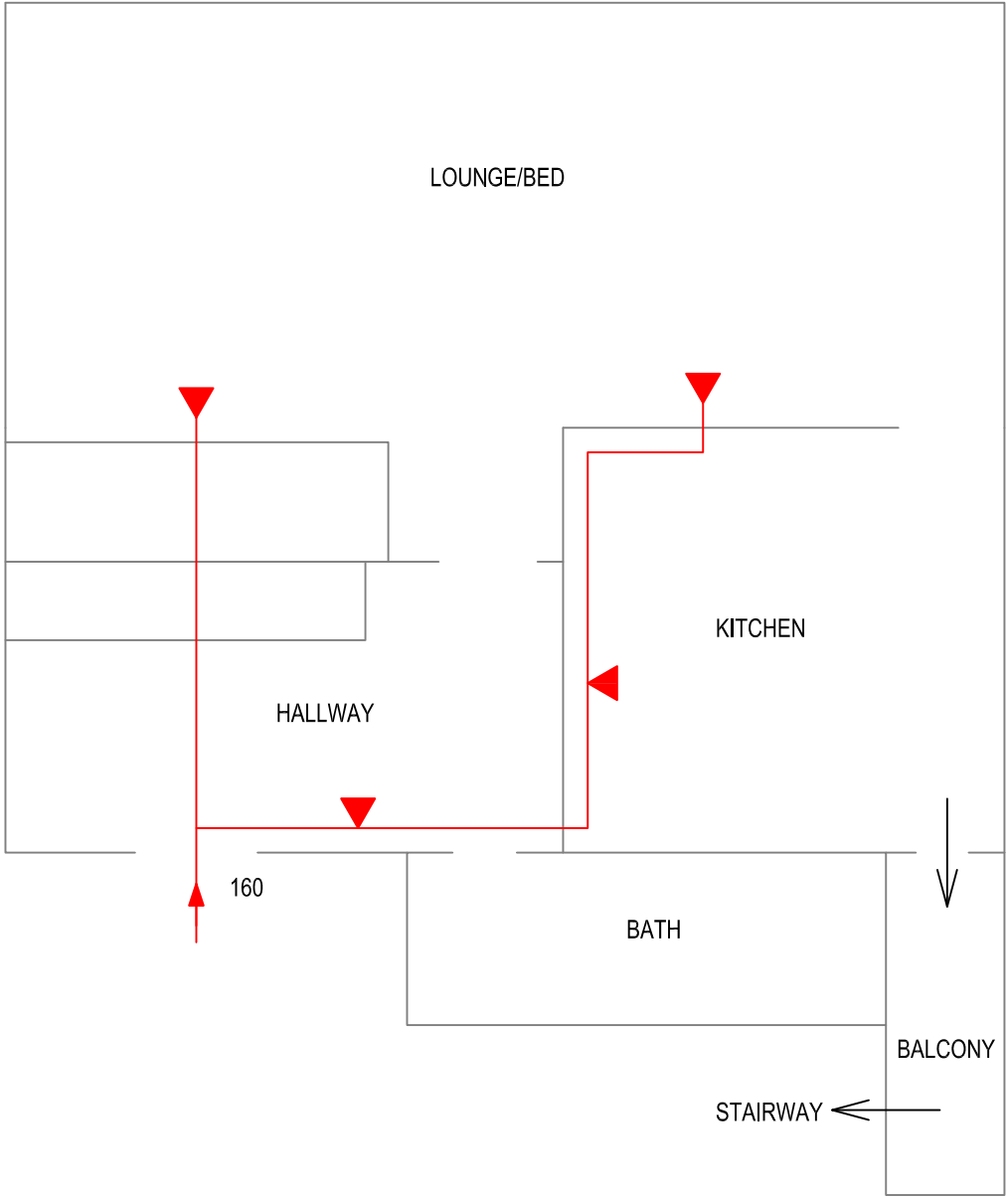
LEGEND

▼ TYPICAL SIDE WALL HEAD

↑ TYPICAL SPINKLER MAIN ENTRY

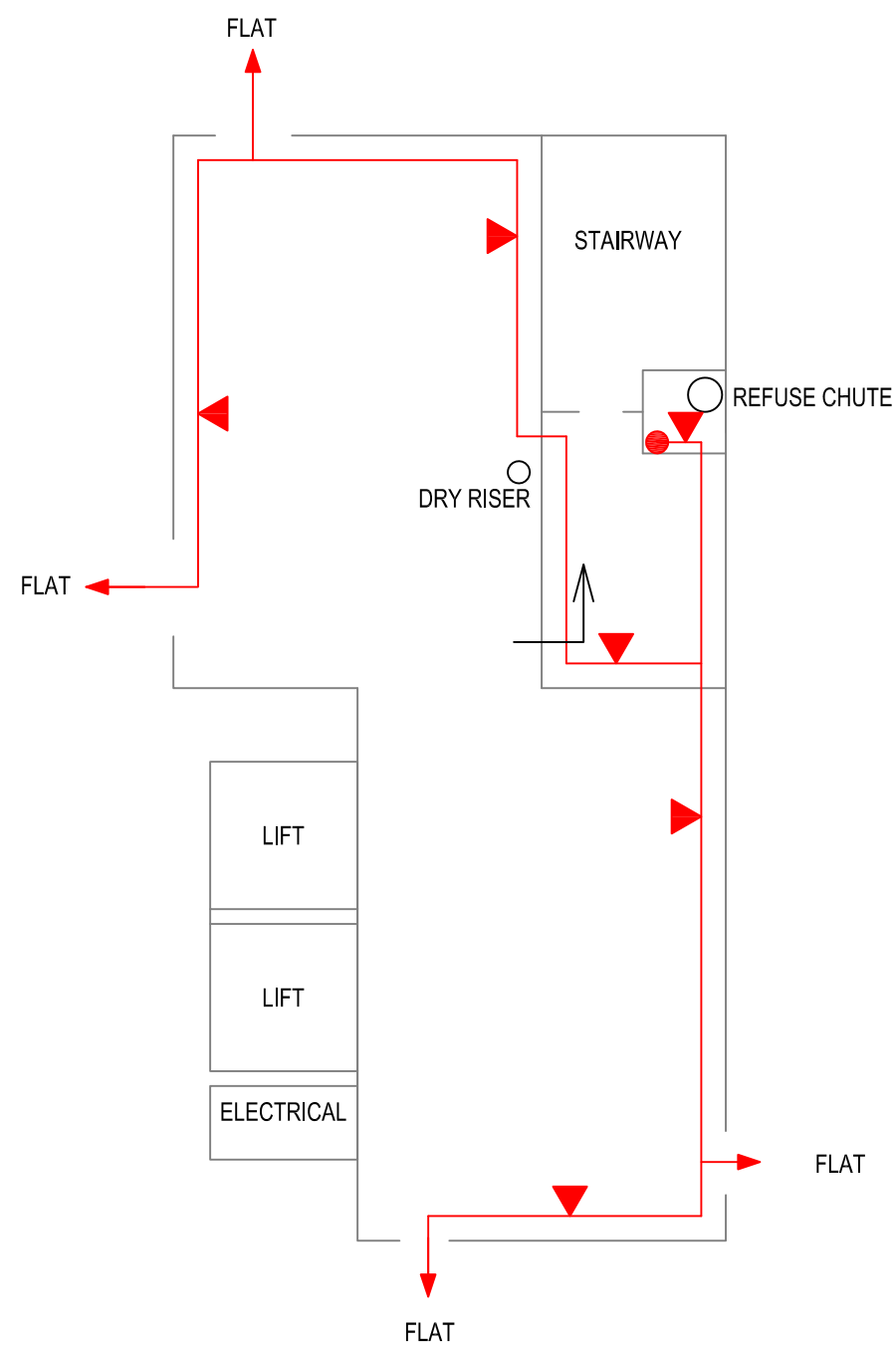
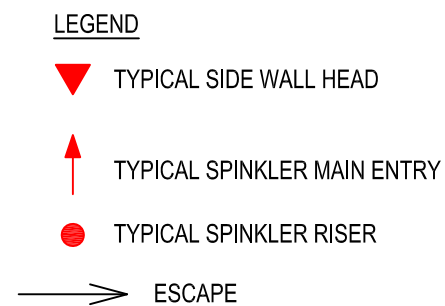
● TYPICAL SPINKLER RISER

→ ESCAPE



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TRUE ACCURATE LAYOUT.  
ITS FOR INFORMATION ONLY

AVONDALE ESTATE  
WEST TOWER  
TYPICAL FLAT LAYOUT/PROPOSAL  
SCALE (N.T.S.)



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MIDDLESEX ESTATE  
PETTICOAT TOWER  
TYPICAL FLOOR PLAN/PROPOSAL  
SCALE (N.T.S.)

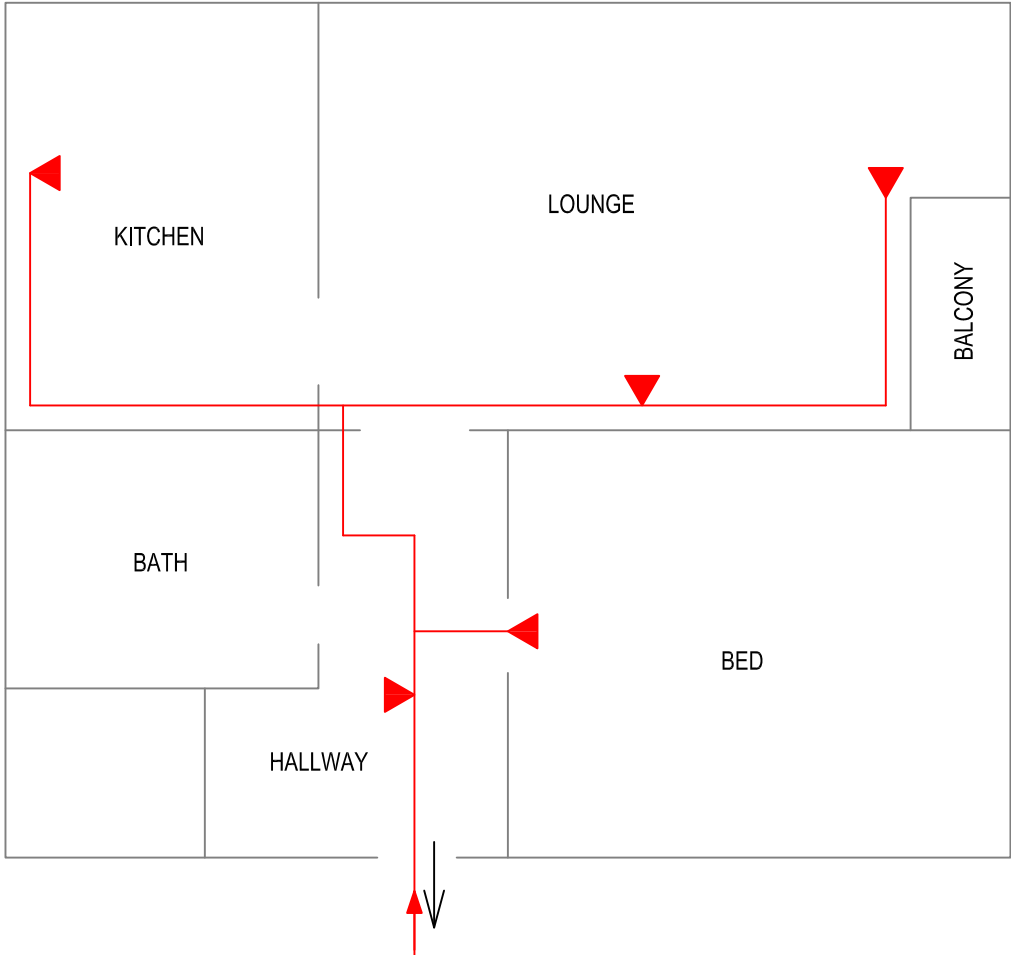
LEGEND

▼ TYPICAL SIDE WALL HEAD

↑ TYPICAL SPINKLER MAIN ENTRY

● TYPICAL SPINKLER RISER

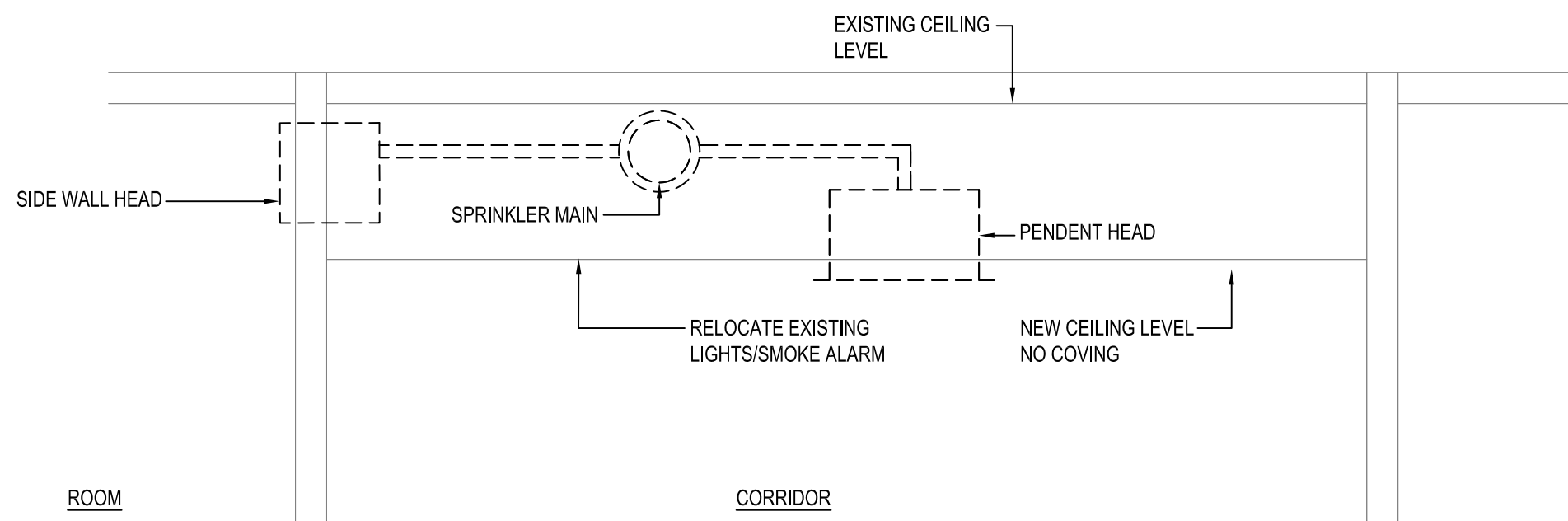
→ ESCAPE



THIS SKETCH DOES NOT REPRESENT A  
TRUE ACCURATE LAYOUT.  
ITS FOR INFORMATION ONLY

MIDDLESEX ESTATE  
PETTICOAT TOWER  
TYPICAL FLAT LAYOUT/PROPOSAL  
SCALE (N.T.S.)





TYPICAL HIGH LEVEL SECTION  
OF DWELLING CORRIDOR PROPOSAL

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TRUE ACCURATE LAYOUT.  
ITS FOR INFORMATION ONLY

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## APPENDIX 2

### Sprinkler Systems in Residential Flats

The Corporate Fire Safety Advisor has provided the following advice to Housing:

- **All relevant health and safety legislation and Building Regulations are to be complied with.** Current regulations in England mean that only buildings constructed since 2007 and which are taller than 30 metres are required to have sprinklers fitted. This requirement was not retrospective and therefore, under the law, existing high rises in England only need to have sprinkler systems fitted if a fundamental change is made to the structure or use of the building.
- **The retrofitting of sprinkler systems in blocks of flats should be undertaken when an assessment of the structural capacity to house such a system and a fire risk assessment that considers both the fire evacuation strategy and other fire precautions supports such action.** Post Grenfell Housing have commissioned fire engineering consultants to reassess the fire risks and existing fire protection measures at all blocks of flats and sheltered accommodation with communal areas. The assessments have also challenged the fire evacuation strategy at each site. It should be noted that lessee rights, heritage/planning considerations may similarly influence any retro fitting of sprinkler systems.
- **Evidence shows that while sprinklers are primarily intended to contain or control fires, they can also be instrumental in saving the lives of people in the room of origin of a fire. However, sprinkler systems have capacity limitations and once multiple sprinkler heads have activated a water storage tank would quickly empty making the system ineffective.** Some experts are of the view that if a retro sprinkler system had been fitted at Grenfell it would have had little effect because multiple sprinkler heads would have activated emptying tanks quickly and fact that the fire's initial route between floors and adjacent flats was via cladding on the outside of the building.
- **Good fire compartmentation together with clear communication to all relevant stakeholders on the evacuation strategy should be among the top priorities for Housing in flats and sheltered accommodation. Where, so far as reasonably practicable, Housing should also strive to exceed national standards and ensure that each flat has 60 minutes compartmentation.** Housing have arranged fire standard testing a range of flat front doors to see what levels of protection they afford flat occupants.
- **Housing should keep abreast of all recommendations that emerge from the post Grenfell enquires and be prepared to evaluate the implications and where necessary act.**
- **Standalone sprinkler systems should be fitted in individual flats where it is identified as a key Personal Emergency Evacuation Plan (PEEP) control measure.**

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Testing. Advising. Assuring.

**Title:**

Small scale fire test utilising the heating and pressure conditions given in BS EN 1363-1: 2012 on a section of timber based door leaf, taken from 5 Eric Wilkins House, London.

**WF Report No:**

396019 – Draft Copy



**Prepared for:**

**TSG Building Services Plc**  
Carnborne Road,  
Potter Bar,  
London,  
United Kingdom.

**Date:**

2018

### **Indicative Fire Resistance Test Letter Report**

We have pleasure in enclosing the information of the indicative fire test conducted on your behalf on the 3<sup>rd</sup> February 2018.

The information enclosed relates to an investigation which utilised the heating and pressure conditions given in BS EN 1363-1: 2012. Due to the test specimen being of reduced dimensions, and not representing a fully functioning doorset, the full requirements of the Standard were not, however, complied with and no formal test results can be provided. The information is provided for the test sponsor's information only and should not be used to demonstrate performance against the Standard nor compliance with a regulatory requirement.

The test was not conducted under the requirements of UKAS accreditation.

The purpose of the test was to provide an indication of the fire performance of a timber door leaf stated by the client to have been taken from the residential block of flats at Eric Wilkins House, London. On behalf of **TSG Building Services Plc**.

The door leaf was stated by the client to have been selected by TSG Building Services Plc from Number 5 Eric Wilkins House with the bottom of the leaf trimmed down by Exova Warringtonfire to fit in to the 1.5 metre furnace aperture.

The tested door leaf section was installed such that the internal face was exposed to the furnace heating conditions and had overall dimensions of 1490 mm high by 800 mm wide by 45 mm thick. The door leaf was formed from a chipboard core construction with **painted** facings and installed with door viewer, and a newly refurbished letter plate, latch and dead bolt.

Further details of the test specimen's construction and placement of ironmongery can be found in the schedule of components section of this report.


The test assembly formed the front vertical face of a 1.5 metre wide by 1.5 metre high by 2 metre deep gas fired furnace chamber, the temperature rise of which was controlled to conform to the relationship given in BS EN 1363-1: 2012.

The following information relating to the test is enclosed:

- Table 1 - Specified and recorded furnace temperatures.
- Table 2 - Recorded temperatures at four positions on the door leaf, one approximately at the centre of each quarter section of the door leaf.
- Table 3 - Recorded temperatures at four positions on the door leaf, positioned at 100 mm in from the door leaf vertical edges, two at mid-height, and two at 100 mm below the top edge of the leaf
- Table 4 - Recorded temperatures on the centre of the letter plate
- Graph 1 - Specified and recorded furnace temperatures.
- Graph 2 - Recorded furnace pressure 200mm above the head of the furnace aperture.
- Observations of the general behaviour of the specimen during the test.
- Test photographs from before, after and during the test.

- Test specimen drawings and schedule of components.

We trust that the information enclosed is useful to you.


Responsible Officer <b>D. Fitzsimmons*</b> Technical Officer

\* For and on behalf of **Exova Warringtonfire**.

Report Issued  <b>Date: March</b> 2018
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**Table 1 – Furnace Temperature**

Time Mins	Specified Furnace Temperature Deg. C	Actual Furnace Temperature Deg. C
0	20	27
2	445	485
4	544	571
6	603	600
8	645	629
10	678	677
12	705	699
14	728	728
16	748	745
18	766	761
20	781	781
22	796	796
24	809	806
26	820	818
28	832	829
30	842	841
32	851	852
34	860	861
36	869	868
38	877	874
40	885	879
42	892	888
44	899	897

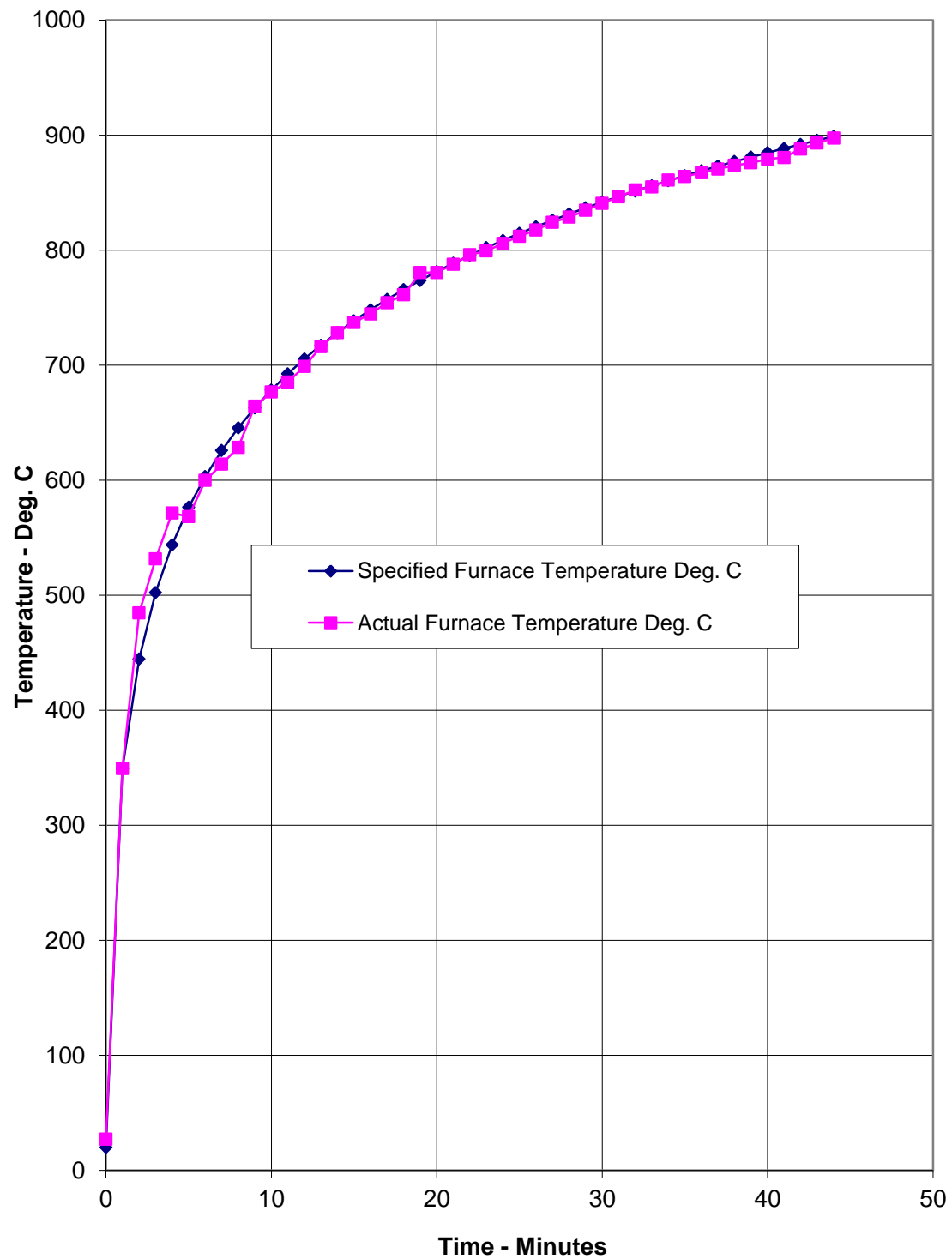


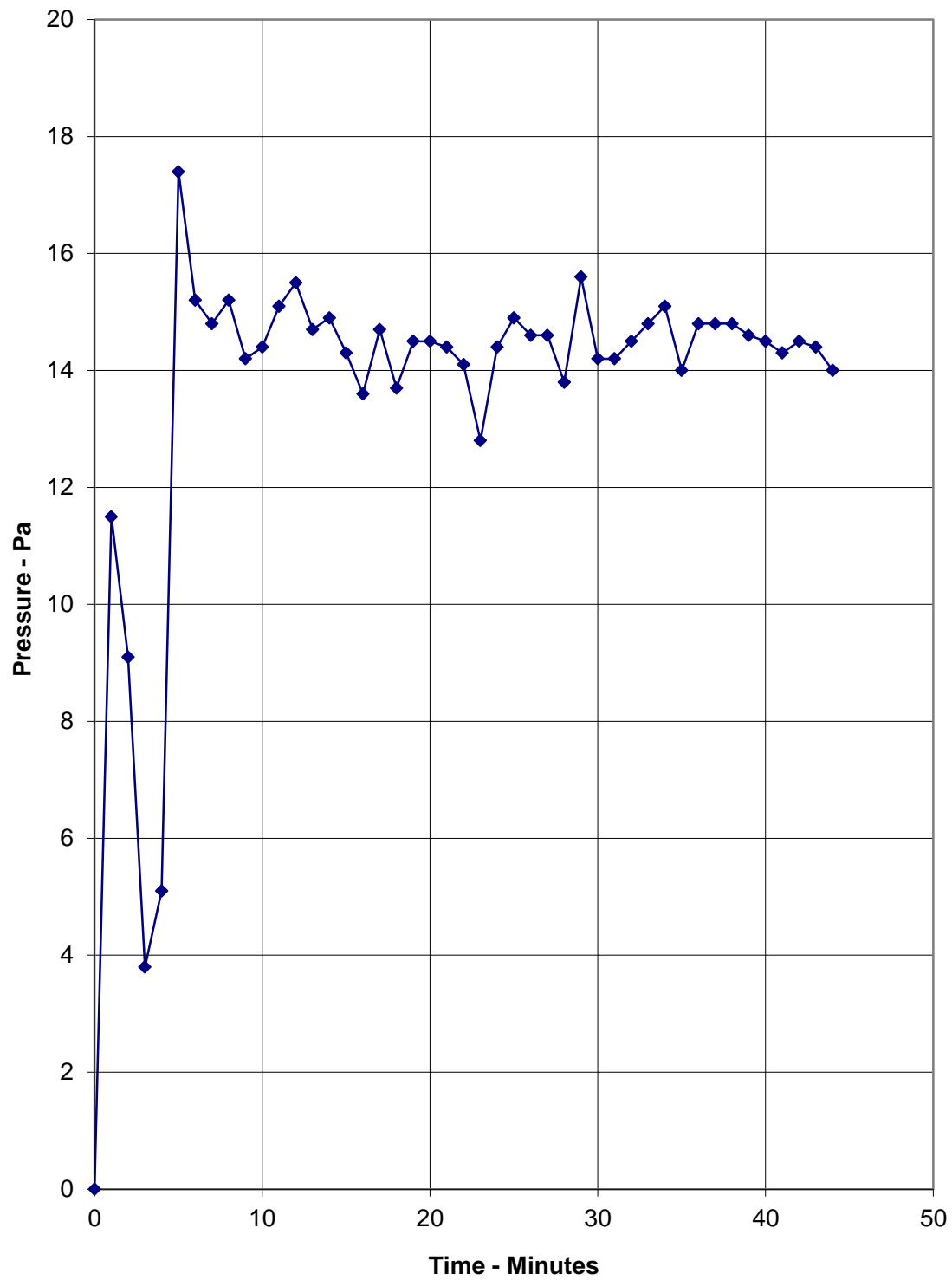
**Table 2 – Unexposed Face Thermocouples**

Time Mins	T/C Number 10 Deg. C	T/C Number 11 Deg. C	T/C Number 12 Deg. C	T/C Number 13 Deg. C	T/C Number 14 Deg. C	Mean Temp Deg. C
0	19	19	19	18	18	19
2	19	19	20	18	18	19
4	19	19	21	19	18	19
6	20	20	33	19	19	22
8	21	23	43	19	19	25
10	22	24	47	21	20	27
12	24	26	50	24	21	29
14	27	28	56	28	23	32
16	31	32	66	31	25	37
18	36	36	89	35	29	45
20	49	41	127	39	33	58
22	56	52	176	44	39	73
24	63	59	133	50	48	71
26	68	59	95	53	46	64
28	73	61	86	57	49	65
30	77	63	83	64	53	68
32	81	67	94	72	57	74
34	83	70	91	80	61	77
36	86	74	87	87	66	80
38	89	79	93	100	74	87
40	98	84	100	102	82	93
42	105	93	105	104	91	100
44	114	99	109	127	102	110

**Table 3 – Unexposed Face Thermocouples**

Time Mins	T/C Number 15 Deg. C	T/C Number 16 Deg. C	T/C Number 17 Deg. C	T/C Number 18 Deg. C
0	20	21	19	19
2	20	21	19	19
4	20	21	19	19
6	20	21	19	20
8	21	23	20	23
10	22	25	22	27
12	24	27	23	30
14	27	29	25	34
16	30	31	28	37
18	34	34	32	40
20	40	37	37	44
22	47	43	44	50
24	51	49	51	57
26	53	50	57	58
28	56	54	64	64
30	60	58	70	70
32	65	64	75	77
34	71	69	79	86
36	76	76	83	98
38	82	81	99	107
40	100	87	102	130
42	138	98	108	191
44	168	106	148	252

**Graph 1 – Furnace Temperature**

**Graph 2 - Recorded furnace pressure**

## Test Observations

Time		All observations are from the unexposed face unless noted otherwise.
mins	secs	
		The ambient air temperature in the vicinity of the test construction was 16°C at the start of the test with a no variation during the test.
00	00	<b>The test commences.</b>
00	42	Steam/smoke release issue from letter plate.
02	45	When viewed from the exposed face, the door leaf's face has ignited.
05	50	Steam/smoke release continues from the letter plate as steam/smoke release is observed issuing through the deadlock key hole.
09	00	When viewed from the exposed face, the outer facing of the leaf is observed peeling away and resting at the base of the leaf.
10	27	The painted door leaf face around the letter plate is observed discolouring black.
13	00	Steam/smoke release continues from the letter plate and deadlock key hole as steam/smoke begins to issue from around the latch and door viewer.
15	00	Large flickers of flame issue from the top and bottom of the letter plate.
16	30	<b>Cotton wool pad integrity test is performed above the letter plate. The cotton wool pad ignites.</b>
17	00	Flickers of flame around letter plate continue to glow in size and frequency.
18	00	<b>Flickers of flame around the letter plate have now turned in to a sustained flame as the letter plate begins to fall away from the door leaf.</b>
20	00	<b>Sustained flames continue to issue from the letter plate and begin to spread up the door leaf's face.</b>
23	00	<b>Large sustained flames issue through the letter plate.</b>
		<b>The area is blanked off with ceramic based wool to the test to continue.</b>
24	00	Steam/smoke release continues from around the door viewer, latch and deadlock key hole.
27	00	Flickers of flame are observed around door viewer.
30	00	<b>Flickers of flame are observed around door viewer have now formed a sustained flame.</b>

Time		
mins	secs	
31	50	<b>Sustained flames continue to issue around the door viewer.</b> <b>The area blanked off with ceramic based wool to the test to continue.</b>
34	00	A small intermittent flicker of flame issue through the deadlock key hole.
39	00	The paint on the unexposed face of the door leaf is now showing signs of bubbling.
41	00	Steam/smoke release is observed from around all four sides as the door leaf bows in towards the furnace heat at the centre.
42	00	The door leaf continues to bow in at the centre as flickers of flame issue from the hinged side. Flickers of flame are now also observed from around the latch.
43	00	<b>Flames continue to issue from the hinge side as the bowing of the leaf continues. Sustained flames are now also issuing at the head</b>
43	20	<b>Holes begin to form on the unexposed face of the leaf and begin to form small sustained flames.</b>
44	00	<b>The test is discontinued</b>

## Test Photographs

The exposed face of the doorset prior to testing



The unexposed face of the doorset prior to testing





The unexposed face of the doorset after a test duration of 5 minutes



The unexposed face of the doorset after a test duration of 10 minutes

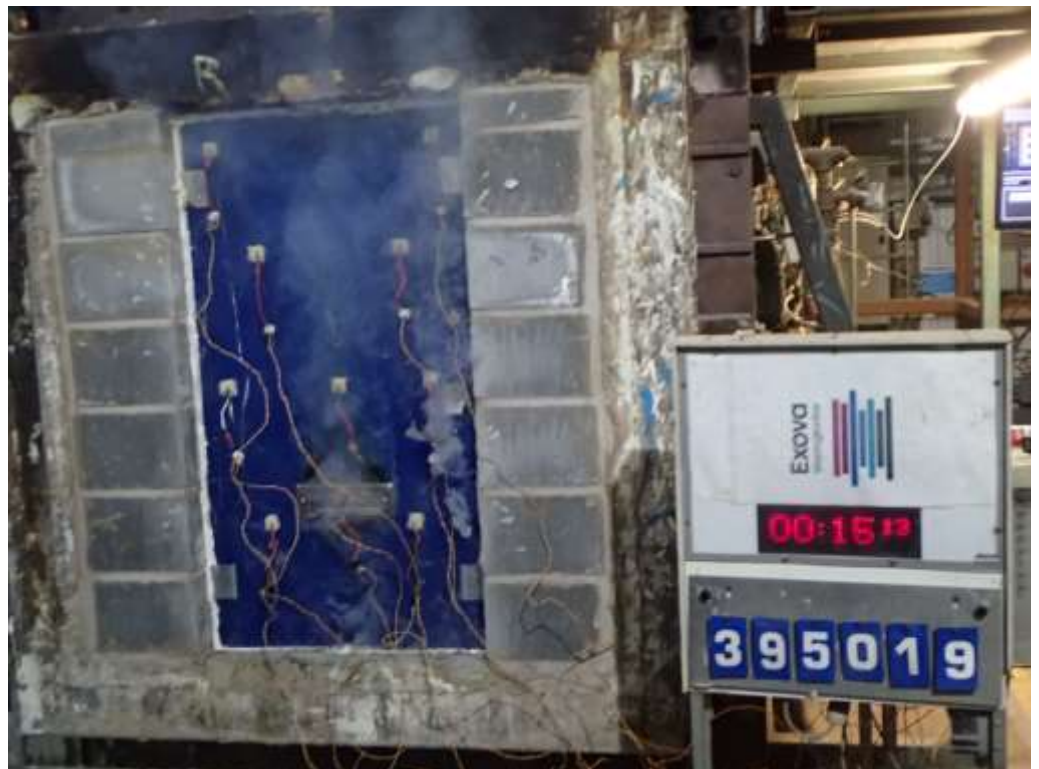




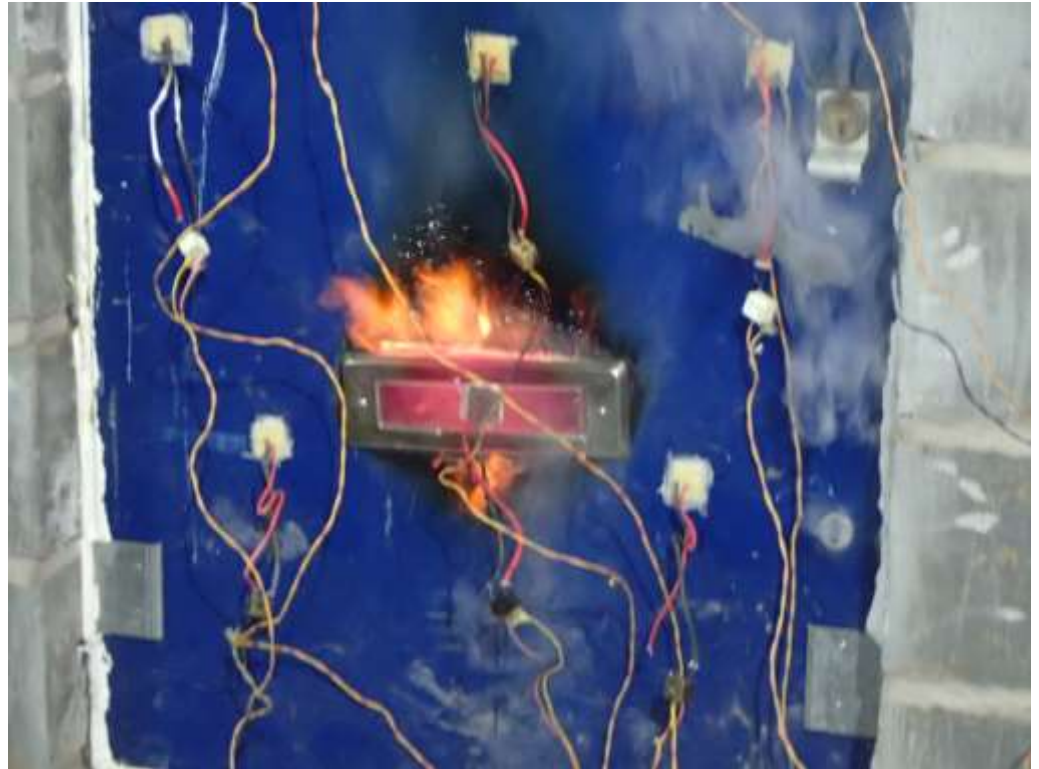
Flaming observed from around the letter plate on the unexposed face of the doorset after a test duration of 14 minutes



The unexposed face of the doorset after a test duration of 15 minutes



**Sustained flames  
issue around the  
latter plate on the  
unexposed face  
of the doorset  
after a test  
duration of 18  
minutes**



**The unexposed  
face of the  
doorset after a  
test duration of  
20 minutes**





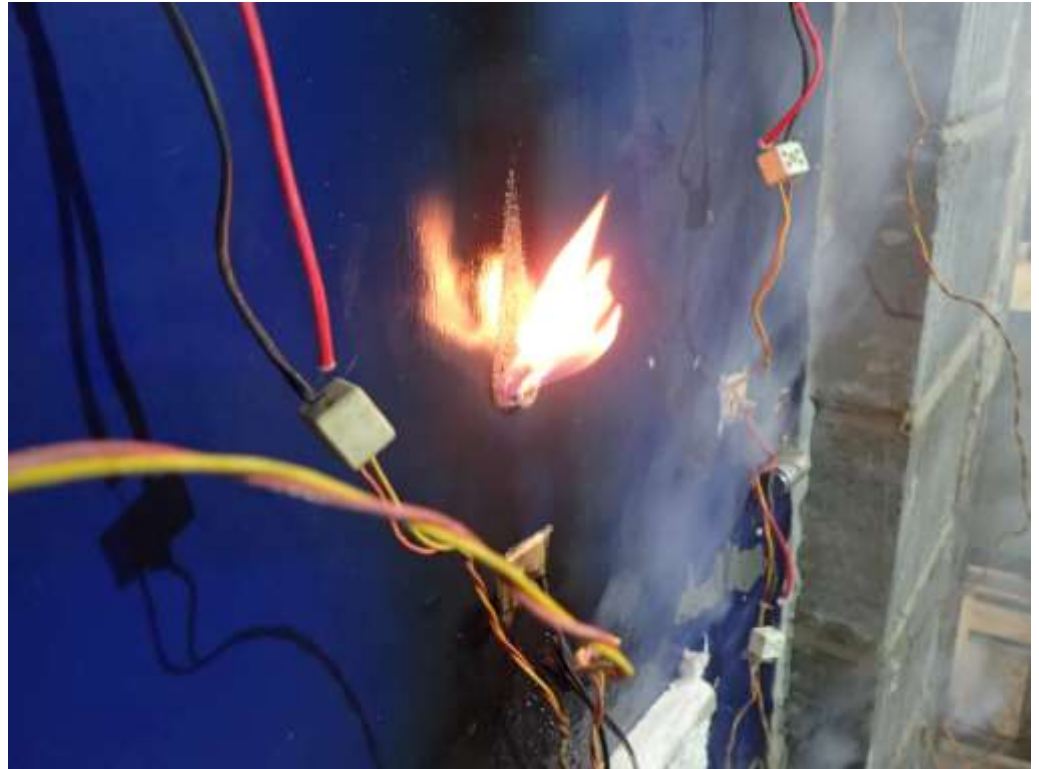
The letter plate on the unexposed face of the doorset is blanked off after a test duration of 23 minutes



The unexposed face of the doorset after a test duration of 25 minutes



**Sustained flames  
issue from  
around the door  
viewer on the  
unexposed face  
of the doorset  
after a test  
duration of 30  
minutes**



**The unexposed  
face of the  
doorset after a  
test duration of  
30 minutes**





The door viewer on the unexposed face of the doorset is blanked off after a test duration of 32 minutes



The unexposed face of the doorset after a test duration of 35 minutes



The unexposed face of the doorset after a test duration of 40 minutes

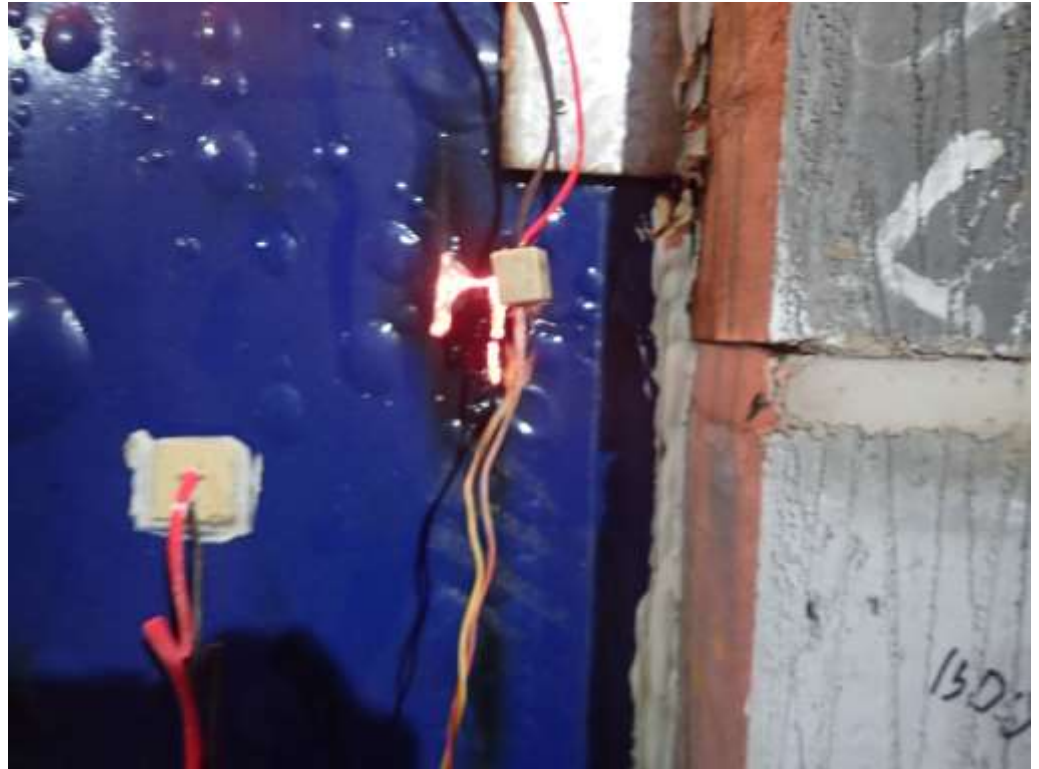


The unexposed face of the doorset after a test duration of 43 minutes





Holes beginning to form on the unexposed face of the doorset after a test duration of 43 minutes



The unexposed face of the doorset after a test duration of 44 minutes



**The exposed face  
of the doorset  
shortly after the  
test**





## Test Specimen

Figure 1- General Elevation of Test Construction

Do not scale. All dimensions are in mm

## Schedule of Components

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(Refer to Figures 1 to ? )

(All values are nominal unless stated otherwise)

(All other details are as stated by the sponsor)

**Item**

**Description**

Estates	Observation/Issues	Consideration and recommendation	Block	Risk Priority & Action completed by Date	Responsible Team	Time scale	Cost	Comments
Golden Lane Estate	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All blocks	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works.	Ensure robust documented management arrangements are implemented.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
	It was noted that; hatches to refuse chutes on open landings do not appear to be of fire resisting standard, the shutter to the chute within the refuse store is not provided with a fusible link protection.	Due to the availability of an alternative means of escape and disposition of the access hatches this is not considered to present an unacceptable risk; subject to the comments within.	All blocks	Priority-C 28 days Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	It was noted that fire stopping issues exist in respect of service enclosures and penetrations at ground floor level and outside flat 13, respectively.	Ensure appropriate remedial actions are implemented.	Stanley Cohen House	Priority-D 3 Months Low	Housing Property Services	31-Jul-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	The flat entrance doors are consistent throughout the block. They do not comply with current standard.They appear to be of substantial construction, are not provided with a self-closing device, sufficient fire rated hinges, strips or seals, or a substantial rebates.The overhead transom appears to be of non-fire rated glazing.	Due to the presence of means of escape routes in only a single direction upon exiting the dwelling; consideration should be given to upgrading/replacing theses doors to achieve compliance with current standards. At 3rd floor level, due to the presence of a means of escape in 2 directions, these doors are deemed to be tolerable.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
	It was noted that the doors to ground floor refuse bin stores are not kept locked shut. This provides an enhanced opportunity for arson.	Robust arrangements should be implemented to ensure these areas are adequately protected.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	It was noted that numerous doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs.	Ensure appropriate signs are displayed.	All blocks	Priority-D 3 Months Low	Housing Property Services	31-Jul-18	£3000	Incorporate into emergency lighting maintenance contract.
	The emergency action notices displayed within escape routes do not accurately reflect the 'stay put evacuation strategy.	Ensure notices providing clear and concise information are displayed.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Stickers attached to the Co2 extinguisher(s) suggest they were due for test in March 2017.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Included in emergency lighting maintenance contract.
	Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
	At the time of inspection it was not possible to determine that what appear to be composite panels used in places as a façade provide adequate standards of compartmentation	Consideration should be given to initiating a survey by competent persons to ensure relevant levels of protection are provided; any deficiencies should be addressed.	Hatfield House, Cuthbert Harrowing House,Bowater House, Bayer House & Basterfield House	Priority-E Project Planning Medium	Housing Property Services	31-Jul-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	It was noted that glazed transoms and frames to cross corridor doors, between lobbies and the protected stairs x2 do not adequately prevent the passage of smoke and fire between compartments.	Ensure appropriate remedial actions are implemented.	Great Arthur House	Priority-D 3 Months Medium	Housing Property Services	31-Jul-18	£10,000	Use repairs and maintenance contractor.
	It was noted that compartmentation between individual flats and lobbies appears to be of lightweight timber panelling provided with hatches, which directly open into flats, together with non-fire rated letter slots.	Consideration should be given to upgrading relevant compartmentation to achieve adequate protection between escape routes and dwellings.	Great Arthur House	Priority-C 28 days Medium	Housing Property Services	31-Oct-18	£10,000 (testing only)	Project initiated. Mitigated by fire alarm system.
	Due to the issues identified in relation to standards of compartmentation between individual flats and lobbies the current 'stay put' evacuation strategy is not considered appropriate.	Consideration should be given to implementing appropriate short term remedial actions whilst suitable upgrades are undertaken.	Great Arthur House	Priority-B 4 days High	Housing Property Services	31-Oct-18	£10,000 (testing only)	Project initiated. Mitigated by fire alarm system.

	It was noted that within the alternative means of escape stair core, at each half landing level; a pair of non-fire rated, inadequately fire stopped glazed units, which appear to be capable of being opened; are present. A similar scenario exists in respect of the glazing provided to opening windows from individual residencies adjacent the shared balcony emergency escape facilities. These arrangements provide a breach in the compartmentation between residential accommodation and escape routes.	Ensure all glazed units within escape stairs are adequately fire stopped, fixed shut and upgraded with fire resistant glazing.	Cuthbert Harrowing House, Bowater House, Bayer House & Basterfield House	Priority-D 3 Months Medium	Housing Property Services	31-Jul-18	£10,000	Use repairs and maintenance contractor.
	It was noted that in some instances escape routes are used by residents for storage/display purposes.	Ensure all such items are removed.	Crescent House	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	It was noted that cross corridor doors are provided. These are of glass construction; it is assumed their purpose is to act as smoke stop doors, due to the length of enclosed walkways. However the nature of design and fitting does not provide adequate protection.	It is recommended that CoL review the specific evacuation strategy for Crescent House and address any identified issues accordingly	Crescent House	Priority-D 3 Months Medium	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	Via sampling of riser cupboards examples of inadequate fire stopping were noted in some examples	Ensure appropriate remedial actions are implemented.	Crescent House	Priority-D 3 Months Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	Evidence was not provided to confirm the sprinkler installations are subject to appropriate maintenance and servicing.	Implement a robust program of testing and servicing.	Crescent House	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	The original letterbox/pass door has been disabled to an undetermined fire rated standard. Non-fire rated air bricks from the internal boiler cupboard vent directly into the escape route, adjacent to the final exit.	As part of any future refurbishment,consideration should be given to;protecting the air brick ventilation, via the provision of an internal intumescent seal within the boiler cupboard and where necessary as an arson protection measure; upgrading/disabling the original letterbox/pass door to current standards.	All blocks	Priority-D 3Months Low	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
	What appears to be a BS 5839 pt 6. Grade D Category LD3 fire alarm system is installed. Detection and warning is via a single battery operated smoke detector. At the time of inspection the detector did not function when tested.	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2. This would also provide enhanced protection in respect of arson via the sub-standard letterbox/pass door.	All blocks	Priority-B 4 days High	Housing Property Services	In progress	£20,000	Carry out as part of periodic testing programme in place.
	Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their or a neighbouring dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
Holloway Estate	Vertical service risers which serve multiple dwellings are assumed to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping. The mains electrical meter situated within the escape route, is housed within a recessed enclosure of unknown fire resistance, assumed to be adjoined to a communal riser. · Lobby ceiling · Service duct and ventilation · Between flats, kitchen and corridors halls	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All blocks	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works	Ensure robust documented management arrangements are implemented.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
	It was noted that; hatches to refuse chutes on open landings do not appear to be of fire resisting standard, the shutter to the chute within the refuse store is not provided with a fusible link protection.	Due to the availability of an alternative means of escape and disposition of the access hatches this is not considered to present an unacceptable risk; subject to the comments within.	All blocks	Priority-C 28 days Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	The flat entrance doors are consistent throughout the block. They do not comply with current standard.They appear to be of substantial construction, are not provided with a self-closing device, sufficient fire rated hinges, strips or seals, or a substantial rebates.The overhead transom appears to be of non-fire rated glazing.	Due to the presence of means of escape routes in only a single direction upon exiting the dwelling; consideration should be given to upgrading/replacing theses doors to achieve compliance with current standards. At 3rd floor level, due to the presence of a means of escape in 2 directions, these doors are deemed to be tolerable.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.

	It was noted that numerous doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs.	Ensure appropriate signs are displayed.	All blocks	Priority-D 3 Months Low	Housing Property Services	31-Jul-18	£3000	Incorporate into emergency lighting maintenance contract.
	The emergency action notices displayed within escape routes do not accurately reflect the 'stay put evacuation strategy.	Ensure notices providing clear and concise information are displayed.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
	It was noted that the access panel(s) to a service riser within the single direction of travel escape route does not appear to provide adequate resistance to fire.	Ensure appropriate remedial actions are implemented.	All blocks except Whitby House	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	Disposal arrangements for residents refuse is via refuse chutes; the hatches do not appear to be of fire resisting standard. Protection is not provided within the bin store via fusible link dampers or similar.	Due to access hatches being situated in the single means of escape, consideration should be given to the provision of additional protection via, fire dampers or similar devices.	All blocks except Whitby House	Priority-D 3Months Medium, Crayford House	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	It was noted that flat 17 is provided with what appears to be an unauthorized security gate.	Should it be deemed necessary to authorize the use of these devices, it should be confirmed that they satisfy the guidance provided by LFB; in respect of means of escape.	Hilton House	Priority-D 3Months Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
	What appears to be a BS 5839 pt 6. Grade D Category LD3 fire alarm system is installed. Detection and warning is via a single battery operated smoke detector. At the time of inspection the detector did not function when tested.	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2. This would also provide enhanced protection in respect of arson via the sub-standard letterbox/pass door.	All blocks	Priority-B 4 days High	Housing Property Services	In progress	£20,000	Carry out as part of periodic testing programme in place.
	Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their or a neighbouring dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
Avondale Estate	Vertical service risers which serve multiple dwellings are assumed to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping. The mains electrical meter situated within the escape route, is housed within a recessed enclosure of unknown fire resistance, assumed to be adjoined to a communal riser. · Lobby ceiling · Service duct and ventilation · Between flats, kitchen and corridors halls	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All blocks	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not available to confirm the lightning protection circuit is subject to periodic testing and maintenance.	Ensure a robust program of scheduled testing and maintenance is implemented.	All blocks	Priority-E Project Planning Low	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works.	Ensure robust documented management arrangements are implemented.	All blocks	Priority-C 28 days Low	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.

Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
Disposal arrangements for residents refuse is via refuse chutes; the hatches appear to be of fire resisting standard. Protection is not provided within the bin store via fusible link dampers or similar.	Due to access hatches being sited in the single means of escape, consideration should be given to the provision of additional protection via fire dampers or similar devices.	All blocks	Priority-C 28 days Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
The flat entrance doors are consistent throughout the block. They do not comply with current standard. They appear to be of substantial construction, are not provided with a self-closing device, sufficient fire rated hinges or strips/seals.	Due to the presence of means of escape routes in only a single direction upon exiting dwellings; consideration should be given to upgrading/replacing these doors to achieve compliance with current standards.	All blocks	Priority-D 3Months Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
The emergency action notices displayed within escape routes do not accurately reflect the 'stay put evacuation strategy.	Ensure notices providing clear and concise information are displayed.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
It was noted that the shutters to ground floor refuse bin stores are not kept locked shut. This provides an enhanced opportunity for arson.	Robust arrangements should be implemented to ensure these areas are adequately protected.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
Evidence was not available to confirm the emergency lighting system is subject to a program of periodic testing and maintenance	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance
Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
The emergency services box, situated externally at the ground floor of Colechurch House contains the following information. 1) Estate block plan map 2) Useful telephone numbers list.	Consideration should be given to liaising with London Fire Brigade to rationalise/standardise the information contained within the premises information box. It is unlikely that emergency services would expect to locate Estate wide information in a single location	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
Disposal arrangements for residents refuse is via refuse chutes; the hatches appear to be of fire resisting standard. Protection is not provided within the bin store via fusible link dampers or similar.	Due to access hatches being sited in the single means of escape, consideration should be given to the provision of additional protection via fire dampers or similar devices	All blocks	Priority-C 28 days Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
It was noted that in a number of instances service ducts within riser cupboards are inadequately fire stopped	Ensure appropriate remedial actions are implemented to achieve current standards	Colechurch House, Centr Point, Avondale House, Brettinghurst House, WestPoint, Tovy House, Proctor House, East Point	Priority-D 3 Months Medium	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
It was noted that in some instances final exit doors from flats are fitted with security grills.	Consideration should be given to the removal of these devices; in line with LFB guidance	Colechurch House, West Point (33.34 &66), Tovy House(15)	Priority-E Project Planning Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
At the time of inspection it was not possible to determine that what appear to be composite panels used in places as a façade provide adequate standards of compartmentation	Consideration should be given to initiating a survey by competent persons to ensure relevant levels of protection are provided; any deficiencies should be addressed.	Centre Point, Brettinghurst House, West Point, East Point	Priority-E Project Planning Medium	Housing Property Services	31-Jul-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
It could not be determined that fire stopping within ceiling level lobby service ducts and individual flats is adequate.	A survey should be undertaken by a competent person; any identified deficiencies should be addressed.	Centre Point, West Point, East Point	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.

	It was noted that riser ducts within escape routes, in some instances do not appear to provide adequate protection from fire.	Ensure appropriate remedial actions are implemented to achieve accepted standards of fire resistance.	Avondale House, Longland Court	Priority-E Project Planning Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	Lobby doors to the 1st and 2nd floors were found to be damaged; compromising their integrity.	Ensure adequate repairs are implemented or replacement doors provided.	West Point	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Use repairs and maintenance contractor.
	It could not be determined that composite panels below the windows to duplex maisonettes on the open balconies provide adequate fire resistance; it was also noted that occupants are required to pass non fire rated glazing on the single direction of escape route.	A survey should be undertaken by a competent person; any identified deficiencies should be addressed.	Tovy House	Priority-C 28 days Medium	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	The level of fire resistance provided by the doors sets and transoms to resident's stores does not appear adequate.	Implement appropriate remedial actions to ensure current standards are achieved.	Tevatree House,Longland Court	Priority-D 3 Months Medium	Housing Property Services	31-May-18	£20000	Use repairs and maintenance contractor.
	It could not be determined that fire stopping within the 2nd floor enclosed escape route ceiling and individual maisonettes is adequate.	A survey should be undertaken by a competent person; any identified deficiencies should be addressed.	Proctor House	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	It was noted that a pane of fire rated glazing is missing within the escape stair at 14th floor level.	Ensure appropriate remedial actions are implemented.	East Point	Priority-C 28 days Medium	Housing Property Services	31-May-18	£400	Use repairs and maintenance contractor.
	It was noted that insufficient directional signs are provided to the external escape route from the communal gardens.	Ensure appropriate signs are displayed.	Harman Close	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	It was noted that in some instances residents use communal areas for storage purposes.	Ensure all unauthorized storage is removed.	Longland Court	Priority-E Project Planning Low	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	It appears that false ceilings are present within the communal lobbies and elsewhere. It was not possible to determine that adequate fire stopping/compartmentation exists between the communal areas and individual flats within voids.	Consideration should be given to undertaking a specific survey. Any identified deficiencies should be addressed.	Longland Court	Priority-D 3 Months Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	What appears to be a BS 5839 pt 6. Grade D Category LD3 fire alarm system is installed. •Where provided doors are nonfire rated doors to the internal escaperoute (Avondale House, Brettinghurst House, Centre Point, Colechurch House, Eric Wilkins House, Tovy House, Tevatree House & Proctor House,East Point,Longland House & George Elliston House ). •As part of the original design; an emergency escape route is provided directly from the bedroom into the hall, via a collapsible panel at the back of the fitted wardrobe (Centre Point, West Point & East Point,). • Compartmentation between the kitchen and the hall does not provide adequate fire resistance (Centre Point, West Point & East Point). •The compartmentation wall against which the internal stair to 1st floor level is fixed appears to be of partial timber construction. (Proctor House) •Glazing to the internal escape route appears to be non- fire rated (Brettinghurst House & Longland House). •The kitchen is situated adjacent to the final exit (Avondale House, Tovy House, Longland House & George Elliston House). •It appears that the original configuration of bedrooms provided a lounge by-pass from one bedroom to another; this is no longer available (Longland House). •The bedroom is an inner room via the lounge, provided with a sliding door. (Proctor House) • Evidence of a communal open chimney was noted (Avondale House) • No means of detection and warning is provided (Avondale House). •Single domestic smoke detector provided in the kitchen (Longland House) • The lounge door has been removed (Avondale House). • The kitchen door has been removed (Eric Wilkins House & Avondale House).	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2.	All blocks except Twelve Acres	Priority-B 4 days High	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise. Carry out upgrade of LD3 to LD2 as part of periodic testing programme in place. Remedial works to be carried out by repairs and maintenance contractor.



	Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their or a neighbouring dwelling. The door to the kitchen has been removed. <ul style="list-style-type: none"><li>• The door to the kitchen is a lightweight bi-fold door.</li><li>• Glazing to the internal escape route is not of fire resisting standard.</li></ul>	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	Vertical service risers which serve multiple dwellings are assumed to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping. The mains electrical meter situated within the escape route, is housed within a recessed enclosure of unknown fire resistance, assumed to be adjoined to a communal riser. Visual inspection of compartmentation between neighbouring dwellings (via walls and ceilings) was inconclusive in respect of adequacy of fire rated integrity. <ul style="list-style-type: none"><li>· Lobby ceiling</li><li>· Service duct and ventilation</li><li>· Kitchen and corridors halls , between flats via a collapsible panel at the back of the fitted wardrobe. What appear to be communal kitchen and bathroom ventilation systems are provided (Twelve Acres)</li></ul>	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern. Ensure appropriate testing, servicing and maintenance schedules are implemented in respect of common ventilation/riser systems( Twelve Acres).	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	Heating is provided via an electric 2 bar heater.	It is recommended that this appliance be replaced by means of heating which does not present and accessible ignition source.	Harman Close	Priority-B 4 days High	Housing Property Services	Immediate	£400	Use gas servicing and maintenance contractor.
Sydenham Hill Estate	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All Block	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works.	Ensure robust documented management arrangements are implemented.	All Block	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Individual residents stores, situated within escape routes do not appear to be provided with adequate protection form fire.	It is recommended the stores be surveyed by a competent person; any identified deficiencies should be addressed.	Mais House	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Property is being decanted and demolished.
	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
	It was noted that the self-closing device to the 2nd floor communal lounge was ineffective.	All such devices should be maintained to ensure relevant doors close effectively.	Mais House	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Property is being decanted and demolished.
	It was noted that doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs. 'Do not use lift in case of fire' signs are not displayed adjacent to each lift enclosure.	Ensure appropriate signs are displayed.	Mais House	Priority-D 3 Months Low	Housing Property Services	31-May-18	N/A	Property is being decanted and demolished.
	Emergency action notices are not displayed adjacent to all manual call points.	Ensure appropriate signs are displayed.	Mais House	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Property is being decanted and demolished.
	As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Stickers attached to the Co2 extinguisher(s) suggest they were due for test in March 2017.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Included in emergency lighting maintenance contract.
	Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.



	The emergency services box, situated outside of the garage block at Otto Close contains the following information. 1) Estate block plan map. 2) Useful telephone numbers list.	Consideration should be given to liaising with London Fire Brigade to rationalise/standardise the information contained within the premises information box. It is unlikely that emergency services would expect to locate Estate wide information in a single location.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
	Non-fire rated seal to redundant coal hatch between internal store cupboard and communal escape route.	As part of any future refurbishment, consideration should be given to; protecting the coal hatch, via the provision of an internal intumescent seal within the store cupboard.	Lammas Green	Priority-D 3 Months Low	Housing Property Services	31-May-18	£400	Use repairs and maintenance contractor.
	What appears to be a BS 5839 pt 6 Grade D Category LD3 fire alarm system is installed. •Detection and warning is via a single battery operated smoke detector. •No means of detection and warning is provided.	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2. This would also provide enhanced protection in respect of arson via the sub-standard letterbox/pass door.	Lammas Green & Otto Close	Priority-B 4 days High	Housing Property Services	In progress	£20,000	Carry out as part of periodic testing programme in place.
	Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	Lammas Green & Otto Close	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	Vertical service risers which serve multiple dwellings appear to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping. •An open hearth to a chimney flue is provided in the lounge ( Lammas Green).	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	Lammas Green & Otto Close	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
Middlesex Estate	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All blocks	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works	Ensure robust documented management arrangements are implemented.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
	It was noted that the double doors to the ground floor car park were wedged open.	Implement robust management arrangements to ensure designated fire doors are maintained closed at all times	Petticoat Tower	Priority-B 4 days High	Housing Estate Management	Immediate	N/A	Estate Manager to monitor.
	It was noted that; hatches to refuse chutes on open landings do not appear to be of fire resisting standard, the shutter to the chute within the refuse store is not provided with a fusible link protection.	Due to the availability of an alternative means of escape and disposition of the access hatches this is not considered to present an unacceptable risk; subject to the comments within.	All blocks	Priority-C 28 days Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	The flat entrance doors are consistent throughout the block. They do not comply with current standard.They appear to be of substantial construction, are not provided with a self-closing device, sufficient fire rated hinges, strips or seals, or a substantial rebates.The overhead transom appears to be of non-fire rated glazing.	Due to the presence of means of escape routes in only a single direction upon exiting the dwelling; consideration should be given to upgrading/replacing theses doors to achieve compliance with current standards. At 3rd floor level, due to the presence of a means of escape in 2 directions, these doors are deemed to be tolerable.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.

	At the time of inspection it was not possible to determine that what appear to be composite panels 2nd and 3rd floor levels as a façade provide adequate standards of compartmentation	Consideration should be given to initiating a survey by competent persons to ensure relevant levels of protection are provided; any deficiencies should be addressed.	Petticoat Tower	Priority-E Project Planning Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	It was noted doors to lobbies and refuse chute rooms at each level are of an undetermined standard of fire resistance.	Consideration should be given to upgrading or replacing them to current standards.	Petticoat Tower	Priority-D 3 Months Medium	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	It was noted that doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs. 'Do not use lift in case of fire' signs are not displayed adjacent to each lift enclosure.	Ensure appropriate signs are displayed.	Petticoat Tower	Priority-D 3 Months Low	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
	It was noted doors to lobbies and refuse chute rooms at each level are of an undetermined standard of fire resistance.	Consideration should be given to upgrading or replacing them to current standards.	Petticoat Tower	Priority-D 3 Months Medium	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	The emergency action notices displayed within escape routes do not accurately reflect the 'stay put evacuation strategy.	Ensure notices providing clear and concise information are displayed.	Petticoat Square	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	What appears to be a BS 5839 pt 6 Grade D Category LD3 fire alarm system is installed. •Detection and warning is via a single battery operated smoke detector. •No means of detection and warning is provided.	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2. This would also provide enhanced protection in respect of arson via the sub-standard letterbox/pass door.	All blocks	Priority-B 4 days High	Housing Property Services	In progress	£20,000	Carry out as part of periodic testing programme in place.
	Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
William Blake Estate	Vertical service risers which serve multiple dwellings appear to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping. •The mains electrical meter is housed within a recessed enclosure of unknown fire resistance, assumed to be adjoined to a communal riser. •The occupier has access to whatappears to be a communal service riser.	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All blocks	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works	Ensure robust documented management arrangements are implemented.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.

It was noted that in some instances floors are constructed of timber. It was not possible to determine if adequate compartmentation exists between individual flats or flats and the escape route.	A survey should be undertaken to determine the standard of compartmentation. In order to maintain the current 'stay put' evacuation strategy; any identified deficiencies should be addressed.	York House	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
The emergency action notices displayed within escape routes do not accurately reflect the 'stay put' evacuation strategy.	Ensure notices providing clear and concise information are displayed.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
The flat entrance doors are consistent throughout the block. They do not comply with current standard. They appear to be of substantial construction, are not provided with a self-closing device, sufficient fire rated hinges, strips or seals, or a substantial rebates. The overhead transom appears to be of non-fire rated glazing.	Due to the presence of means of escape routes in only a single direction upon exiting the dwelling; consideration should be given to upgrading/replacing these doors to achieve compliance with current standards. At 3rd floor level, due to the presence of a means of escape in 2 directions, these doors are deemed to be tolerable.	All blocks	Priority-E Project Planning Low	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
It was noted that doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs. 'Do not use lift in case of fire' signs are not displayed adjacent to each lift enclosure.	Ensure appropriate signs are displayed.	All blocks	Priority-D 3 Months Low	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
It was noted that fire extinguishers are in some instances provided within the communal areas. It is not normally considered appropriate to provide such equipment for use by untrained individuals.	Consideration should be given to reviewing this arrangement.	York House, McAuley Close Flats	Priority-E Project Planning Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
It was noted that in some instances floors are constructed of timber. It was not possible to determine if adequate compartmentation exists between individual flats or flats and the escape route.	Consideration should be given to reviewing the existing evacuation strategy.	York House	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
Evidence was not provided to confirm the emergency lighting installation is subject to a scheduled program of testing and maintenance. Implement a robust program of testing and servicing.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
It was noted that perforations exist in the ceiling of the electrical intake cupboard.	Ensure appropriate remedial actions are implemented.	James Mansion House, McAuley Close Flat,	Priority-C 28 days Low	Housing Property Services	31-May-18	£400	Use repairs and maintenance contractor.
It was noted that the access panel(s) to a service riser and the loft within the escape route do not appear to provide adequate resistance to fire.	Ensure appropriate remedial actions are implemented.	McAuley Close Flats, Lynton Mansion & Blake House & Donnelly House	Priority-C 28 days Medium	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
In some instances, redundant signage relating to portable firefighting equipment are displayed.	Ensure all such signs are removed	McAuley Close Flats	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
It was noted that communal cross corridor fire doors do not satisfy current standards and can only be considered to provide nominal fire resistance.	Consideration should be given to upgrading/replacing to BS 476 standard.	Lynton Mansions	Priority-C 28 days Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
What appears to be a BS 5839 pt 6 Grade D Category LD3 fire alarm system is installed. A single domestic smoke battery operated smoke detector is provided. No provision of detection and warning (McAuley Close Flats). • Lounge door has been removed. • Kitchen door has been removed.	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2. This would also provide enhanced protection in respect of arson via the sub-standard letterbox/pass door.	All blocks	Priority-B 4 days High	Housing Property Services	In progress	£20,000	Carry out as part of periodic testing programme in place.

	Where provided doors are nonfire rated doors to the internal escape route. •The door to the internal lobby, provided to give 2 door protection to the communal escape route has been removed(McAuley Close Flats) • These arrangements do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may compromise the internal means of escape from their or a neighbouring dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	It was noted that floors are constructed of timber. It was not possible to determine if adequate compartmentation exists between individual flats or flats and the escape route	A survey should be undertaken to determine the standard of compartmentation. In order to maintain the current 'stay put' evacuation strategy; any identified deficiencies should be addressed. Consideration should be given to reviewing the existing evacuation strategy. Subject to confirmation of the standards of compartmentation; consideration should be given to the provision of a BS 5839 pt 1 category L 2 fire alarm system to potentially support a 'simultaneous evacuation' strategy.	York House, McAuley Close Flats	Priority-B 4 days High	Housing Property Services	Immediate	£250,000	Procure necessary works.
	Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their or a neighbouring dwelling. • Non-fire rated plastic ducting has been installed to provide a kitchen extraction system	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	Blake House	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	Kitchen(Lynton Mansions) Bathroom ventilation is via what appears to be shunt duct. Vertical service risers which serve multiple dwellings are assumed to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping. •Non-fire rated ventilation grill noted in hall wall (Blake House).	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
Southwark Estate	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All blocks	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works	Ensure robust documented management arrangements are implemented.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
	It was noted that; hatches to refuse chutes on open landings do not appear to be of fire resisting standard, the shutter to the chute within the refuse store is not provided with a fusible link protection.	Due to the availability of an alternative means of escape and disposition of the access hatches this is not considered to present an unacceptable risk; subject to the comments within.	All blocks	Priority-C 28 days Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	The flat entrance doors are consistent throughout the block. They do not comply with current standard.They appear to be of substantial construction, are not provided with a self-closing device, sufficient fire rated hinges, strips or seals, or a substantial rebates.The overhead transom appears to be of non-fire rated glazing.	Due to the presence of means of escape routes in only a single direction upon exiting the dwelling; consideration should be given to upgrading/replacing theses doors to achieve compliance with current standards. At 3rd floor level, due to the presence of a means of escape in 2 directions, these doors are deemed to be tolerable.	All blocks (Except Horace Jones)	Priority-C 28 days Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
	It was noted that the doors to ground floor refuse bin stores are not kept locked shut. This provides an enhanced opportunity for arson.	Robust arrangements should be implemented to ensure these areas are adequately protected.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	It was noted that numerous doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs.	Ensure appropriate signs are displayed.	All blocks	Priority-D 3 Months Low	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.

Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
Evidence was not available to confirm the emergency lighting system is subject to a program of periodic testing and maintenance	Implement a robust program of testing and servicing.	Great Suffolk Street	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
It was noted that what appears to be an unauthorised security gates are fitted to flats 34, 44 & 45.	Consideration should be given to the removal of these devices; in line with LFB guidance	Collinson Court	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
The emergency services box, situated in the pedestrian underpass of Pakeman House contains the following information. 1) Estate block plan maps of entire Southwark Estate. 2) Useful telephone numbers list.	Consideration should be given to liaising with London Fire Brigade to rationalise/standardise the information contained within the premises information box. It is unlikely that emergency services would expect to locate Estate wide information in a single location	Collinson Court	Priority-D 3 Months Low	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
It was noted that what appears to be an unauthorised security gate is fitted to flat 31.	Consideration should be given to the removal of this device; in line with LFB guidance	Bazeley House	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
It was noted that what appears to be an unauthorised security gates are fitted to flats 1, 13, 16, 20 & 35.	Consideration should be given to the removal of these devices; in line with LFB guidance.	Stopher House	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
It was noted that what appears to be an unauthorised security gates are fitted to flats 42	Consideration should be given to the removal of these devices; in line with LFB guidance.	Pakeman House	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
Evidence was not provided to confirm the fire alarm system is subject to a scheduled program of testing and maintenance.	Implement a robust program of testing and servicing.	Pakeman House	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Testing and maintenance contract in place.
It appears that false ceilings are present within the communal lobbies and elsewhere. It was not possible to determine that adequate fire stopping/compartmentation exists between the communal areas and individual flats within voids.	Consideration should be given to undertaking a specific survey. Any identified deficiencies should be addressed.	Horace Jones House	Priority-D 3 Months Low	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
Evidence of a scheduled program of testing and maintenance for the lightning protection installation was not available.	Ensure a scheduled program of testing and servicing is implemented.	Horace Jones House	Priority-E Project Planning Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
Evidence was not provided to confirm the AOV installation is subject to a scheduled program of testing and maintenance. Some records were available but were not comprehensive.	Implement a robust program of testing and servicing.	Horace Jones House	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
It should be noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may compromise the internal means of escape from their or a neighbouring dwelling.	As a compensatory feature; consideration should be given to upgrading this system to LD2. CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises..	All blocks	Priority-B 4 days High	Housing Property Services	Immediate	£250,000	Procure necessary works.
A communal vent-axia ventilation system appears to be provided throughout the block. • Vertical service risers which serve multiple dwellings are assumed to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping. • It appears that false ceilings are present within the communal lobbies and elsewhere; which extend into flats. It was not possible to determine that adequate fire stopping/compartmentation exists between the communal areas and individual flats within these voids.	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	Horace Jones House	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.



	<p>Vertical service risers which serve multiple dwellings are assumed to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping. The mains electrical meter situated within the escape route, is housed within a recessed enclosure of unknown fire resistance, assumed to be adjoined to a communal riser. What appears to be a non-fire rated vent is provided in the lounge wall. (Packman House)</p> <ul style="list-style-type: none"><li>- Lobby ceiling</li><li>- Bathroom duct and ventilation (Sumner Building)</li><li>- Between flats, kitchen and corridors halls</li></ul>	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	<p>What appears to be a BS 5839 pt 6 Grade D Category LD3 fire alarm system is installed.</p> <p><b>It was noted that the kitchen ceiling is decorated with polystyrene tiles (Markstone House flat 5)</b></p> <ul style="list-style-type: none"><li>• The kitchen is situated adjacent to the final exit.</li><li>• Lounge door has been removed Sumner Building).</li><li>• Kitchen door has been removed( Sumner Building).</li><li>• Bedroom is accessed via lounge (Sumner Buildings).</li><li>• A bedroom is at the rear of the flat via the lounge(Stopher House)</li><li>• Lounge door has been removed (Stopher House)</li><li>• The kitchen is situated adjacent to the final exit (Stopher House).</li></ul>	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2.	All blocks	Priority-B 4 days High	Housing Property Services	Immediate	£250,000	Procure necessary works.
York Way Estate	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All blocks	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works.	Ensure robust documented management arrangements are implemented.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
	<ul style="list-style-type: none"><li>• The flat entrance doors are inconsistent. They do not comply with current standard.</li><li>• They appear to be of substantial construction, are not provided with a self-closing device, sufficient fire rated hinges, strips or seals, or a substantial rebates.</li></ul>	To ensure adequate protection is provided to the single means of escape routes, consideration should be given to upgrading or replacing final exit doors from flats to achieve current standards of compliance.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
	It was noted that; hatches to refuse chutes on open landings do not appear to be of fire resisting standard, the shutter to the chute within the refuse store is not provided with a fusible link protection.	Due to the disposition of the access hatches, within a protected vented room, this is not considered to present an unacceptable risk; subject to the comments within 16.4.	All blocks	Priority-D 3 Months Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	It was noted that inadequate directional signage is provided in respect of escape routes within the car park garage.	Ensure sufficient signage is prominently displayed.	All blocks	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	It was noted that doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs.	Ensure appropriate signs are displayed.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	<p>The emergency services box, situated in the pedestrian underpass of Pakeman House contains the following information.</p> <p>1) Estate block plan maps of entire Southwark Estate.</p> <p>2) Useful telephone numbers list.</p>	Consideration should be given to liaising with London Fire Brigade to rationalise/standardise the information contained within the premises information box. It is unlikely that emergency services would expect to locate Estate wide information in a single location	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	The emergency action notices displayed within escape routes do not accurately reflect the 'stay put evacuation strategy.	Ensure notices providing clear and concise information are displayed.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.

	Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
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	It was noted via sampling of risers cupboards that in some instances fire stopping to penetrations between floors does not appear to be of fire resisting standard.	Ensure all such fire stopping is undertaken using certified materials and techniques.	All blocks	Priority-E Project Planning Low	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
	It was noted that fan assisted ventilation is provided in communal areas. It was not possible to determine if adequate compartmentation and dampers are in place.	Consideration should be given to the targeted inspection to undertake. Type 4 fire risk assessments; to address specific areas of concern.	All blocks	Priority-D 3 Months Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	It was noted that in some instances flats are accessed via a communal timber staircase; giving means of escape in only in a single direction.	It was not possible to determine the standards of compartmentation that prevail in respect of these structures. It is recommended that CoL implement a program of periodic inspections to ensure adequate levels of compartmentation are maintained.	All blocks	Priority-E Project Planning Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	It was noted that flat 17 has a security gate to the final exit. It was not possible to determine it is capable of being opened from the inside without the use of a key and can they be breached by the fire service in under three minutes using hand held equipment.	CoL should inspect to ensure compliance.	Penfield House	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
	What appears to be a BS 5839 pt 6 Grade D Category LD3 fire alarm system is installed.Detection and warning is via a single battery operated smoke detector. At the time of inspection the detector did not function when tested. The kitchen is adjacent to the final exit.An alternative means of escape is provided from the lounge via a rotating window arrangement to a shared external balcony.	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2. This would also provide enhanced protection in respect of arson via the sub-standard letterbox/pass door.	All blocks	Priority-B 4 days High	Housing Property Services	Immediate	£250,000	Procure necessary works.
	Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their or a neighbouring dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	Vertical service risers which serve multiple dwellings are assumed to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping.	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
City Fringe Estate	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	All blocks	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence of a scheduled program of testing and maintenance for the lightning protection installation was not available.	Ensure a scheduled program of testing and servicing is implemented.	All blocks	Priority-E Project Planning Low	Housing Property Services	28 days	N/A	Periodic testing programme in place.
	Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works.	Ensure robust documented management arrangements are implemented.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.

	The flat entrance doors are inconsistent throughout the block. They do not comply with current standard. • They appear to be of substantial construction, with non-fire rated glazing, rising butt hinges, are not provided with a 'self-closing device, strips, or seals, or substantial rebates. • Whilst means of escape is provided in 2 directions in some instances; due to the presence of only a single stairway to the rear block, numerous flats/maisonettes are only provided with escape in a single direction(Windosr House).	Whilst means of escape is provided in 2 directions; due to the presence of a single stairway, these issues present an unacceptable risk. Consideration should be given to upgrading/replacing doors on the means of escape routes; to current standards. This includes block A.	All blocks	Priority-D 3 Months Medium	Housing Property Services	31-Jul-18		Part of £4million door upgrade programme. Prioritise this work.
	It was noted that what appears to be an unauthorised security gates are fitted to flats 1,2,3,4 & 68.	Consideration should be given to the removal of these devices; in line with LFB guidance.	Dron House	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to review.
	Directional signage, identifying the opportunity for means of escape via the rooftop is not provided.	Ensure appropriate signage is provided where relevant.	All blocks	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	It was noted that in some cases doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with current 'fire door keep locked shut' signs.	Ensure appropriate signs are displayed.	All blocks	Priority-D 3 Months Low	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	The emergency action notices displayed within escape routes do not accurately reflect the 'stay put evacuation strategy.	Ensure notices providing clear and concise information are displayed.	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
	Evidence was not provided to confirm the fire alarm system is subject to a scheduled program of testing and maintenance. Implement a robust program of testing and servicing.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Testing and maintenance contract in place.
	Evidence was not provided to confirm the emergency lighting installation is subject to a scheduled program of testing and maintenance. Implement a robust program of testing and servicing.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
	Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification.	Implement a robust program of testing and servicing.	All blocks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
	As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
	A zone map is not provided for the administrative block.	Ensure a fire alarm zone map is displayed adjacent to the fire alarm control panel.	Iselden	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£250	Suitable zone map to be procured and displayed.
	What appears to be a BS 5839 pt 6 Grade D Category LD3 fire alarm system is installed. A single domestic smoke battery operated smoke detector is provided. A means of providing detection and warninmg is not provided. • Lounge door has been removed. • Kitchen door has been removed.	As a compensatory feature for the lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading this system to LD2. This would also provide enhanced protection in respect of arson via the sub-standard letterbox/pass door.	All blocks	Priority-B 4 days High	Housing Property Services	Immediate	£250,000	Procure necessary works.
	Internal configuration arrangements within flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their or a neighbouring dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises	All blocks	Priority-C 28 days Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
	Vertical service risers which serve multiple dwellings are assumed to be present. It was not possible to accurately confirm their location or standards of compartmentation/fire stopping.	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	All blocks	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
Spitalfields Property	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	28 days	N/A	Periodic testing programme in place.



Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification	Implement a robust program of testing and servicing.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Gas servicing and maintenance contract in place.
Evidence was not available to confirm the emergency lighting system is subject to a program of periodic testing and maintenance	Implement a robust program of testing and servicing.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
It was noted that in some instances residents use services cupboards for storage purposes.	Implement robust management arrangements to ensure these areas are kept free of storage.	Brushfield St, Lambs St and Commercial St	Priority-D 3 Months Medium	Housing Estate Management	31-May-18	N/A	Estate Manager to monitor.
In some instances electrical distribution equipment is situated within escape routes.	Ensure all such equipment within escape routes is enclosed in a fire resisting structure.	Brushfield St, Lambs St and Commercial St	Priority-E Project Planning Medium	Housing Property Services	31-May-18	£1500 (consultant only)	Specialist consultant to be commissioned to advise.
Final exit doors from flats are mixed. Where sampled they were found to be of solid construction, without positive action self-closing devices, without intumescent strips, smoke seals or substantial rebates/door stops; although they should provide nominal fire resistance, they do not appear to comply with current standards. The glass in borrowed lights above numerous flat doors is not fire rated which compromises the overall fire rating of the door.	Due to the presence of means of escape routes in only a single direction upon exiting flats; consideration should be given to upgrading/replacing these doors to achieve compliance with current standards.	Brushfield St, Lambs St and Commercial St	Priority-D 3 Months Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
It was noted that doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs.	Ensure appropriate signs are displayed.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable signs to be procured and displayed.
The emergency action notices are not displayed within escape routes.	Ensure emergency action notices which reflect the simultaneous evacuation strategy are prominently displayed in escape routes.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Estate Management	31-May-18	£1250	Suitable notices to be procured and displayed.
What appears to be a BS 5839 pt 1 category L4 automatic fire alarm system is provided within the communal escape routes.	Due to the absence of adequate confirmation in relation to the standards of compartmentation between individual flats and between flats and the escape route; it is recommended that this system be upgraded to; a pt 6 Grade A category LD2 system in the common areas with a linked heat detector installed just inside the entrance door of each flat.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	Immediate	£250,000	Procure necessary works.
It was noted that the main fire alarm panel at 111-113 Commercial St was showing a zone fault.	Ensure all such issues are resolved as a matter of urgency by a competent person.	Brushfield St, Lambs St and Commercial St	Priority-B 4 days High	Housing Property Services	Immediate	£200	Specialist alarm contractor instructed.
Zone maps are not provided.	Ensure fire alarm zone maps are displayed adjacent to the main fire alarm control panels.	Brushfield St, Lambs St and Commercial St	Priority-E Project Planning Low	Housing Estate Management	31-May-18	£550	Suitable zone maps to be procured and displayed.
Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works.	Ensure robust documented management arrangements are implemented	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
Evidence was not available to confirm the fire alarm system is subject to a program of periodic testing and maintenance.	Implement a robust program of testing and servicing.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Testing and maintenance contract in place.
As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	31-May-18	N/A	Procedures in place. Need to be formalised.
Evidence was not available to confirm the emergency lighting system is subject to a program of periodic testing and maintenance.	Implement a robust program of testing and servicing.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
It was noted that portable firefighting equipment provided within communal areas was out of test date.	Ensure all such equipment is subject to a robust programme of servicing a testing. Typically fire extinguishers are not provided within this type of property as residents are unlikely to have been appropriately trained. Consideration should be given to their removal.	Brushfield St, Lambs St and Commercial St	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Testing and maintenance contract in place.

	What appears to be a BS 5839 pt 6 category LD3 grade D fire alarm system is provided.	In order to adequately protect single means of escape routes; consideration should be given to the provision of; a pt 6 Grade A category LD2 system in the common areas with a linked heat detector installed just inside the entrance door of each flat. Due to the absence of adequate confirmation in relation to the standards of compartmentation between individual flats and between flats and the escape route; it is recommended that this system be upgraded to; a pt 6 Grade A category LD2 system in the common areas with a linked heat detector installed just inside the entrance door of each flat. The fire alarm system should be surveyed by a competent person; any deficiencies should be addressed and commissioning certification should be issued.	Brushfield St, Lambs St and Commercial St	Priority-B 4 days High	Housing Property Services	Immediate	£250,000	Procure necessary works.
	Internal configuration arrangements within some flats does not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their or a neighbouring dwelling. • It was noted that in some instances doors have been replaced with lightweight concertina type dividers, to escape routes.	As a compensatory feature for any lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading fire alarm system to LD2. CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Estate Management/Housing Property Services	31-May-18	N/A	Estate Manager to review. Property Services to upgrade alarm system.
	Vertical service risers which serve multiple dwellings are assumed to be present these include chimney flues . It was not possible to accurately confirm their location or standards of compartmentation/fire stopping.	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	Brushfield St, Lambs St and Commercial St	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
Brixton Estate Almshouses	Internal configuration arrangements within some flats do not satisfy current standards. It should be further noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may further compromise the internal means of escape from their or a neighbouring dwelling. • A door between the lounge and kitchen is not provided.	As a compensatory feature for any lack of compliance with current standards in respect of internal escape routes; consideration should be given to upgrading fire alarm system to LD2. CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	Almshouses	Priority-C 28 days Medium	Housing Estate Management/Housing Property Services	31-May-18	N/A	Estate Manager to review. Property Services to upgrade alarm system.
	The flat entrance door is consistent with those throughout the block. It does not comply with current standards. • They appear to be of substantial construction, are not universally provided with a self-closing device, no strips, or seals, or substantial rebates. • In some instances the transoms do not appear to be adequately fire rated.	Due to the presence of means of escape routes in only a single direction upon exiting the majority of 1st floor flats; consideration should be given to upgrading/replacing theses doors to achieve compliance with current standards.	Almshouses	Priority-C 28 days Medium	Housing Property Services	31-Mar-20		Part of £4million door upgrade programme.
	Vertical service risers which serve multiple dwellings are assumed to be present these include chimney flues . It was not possible to accurately confirm their location or standards of compartmentation/fire stopping.	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	Almshouses	Priority-C 28 days Medium	Housing Property Services	31-May-18	£10,000	Appoint specialist fire engineering consultant to undertake Type 4 surveys on sample number of properties making use initially, of voids.
	What appears to be a BS 5839 pt 6 category LD3 grade D fire alarm system is provided. This system is subject to 24hr monitoring. • Information provided by the site warden suggests that single direction of travel escape routes are protected via an unknown category of fire alarm system, via detection within individual flats actuating a general alarm. • It was not possible to definitively determine that the fire alarm system supports the evacuation strategy.	In order to adequately protect single means of escape routes; consideration should be given to the provision of; a pt 6 Grade A category LD2 system in the common areas with a linked heat detector installed just inside the entrance door of each flat. The fire alarm system should be surveyed by a competent person; any deficiencies should be addressed and commissioning certification should be issued.	Almshouses	Priority-B 4 days High	Housing Property Services	Immediate	£250,000	Procure necessary works.

<b>Committee:</b>	<b>Dated:</b>
Community and Children's Services Committee	11 May 2018
<b>Subject:</b> Association of London Directors of Children's Services Sector Led Improvement	<b>Public</b>
<b>Report of:</b> Andrew Carter, Director of Community and Children's Services	<b>For Information</b>
<b>Report author:</b> Chris Pelham, Assistant Director of People	

## Summary

This report presents a self-assessment of the effectiveness of the City of London (CoL) Children's Services functions and an evaluation of strengths and areas that require development. It will be used as part of a peer challenge process with other local authorities to enable sector-wide learning and service improvement.

## Recommendations

Members are asked to:

- Note the development and outcomes of the self-assessment.

## Main Report

### Background

1. The CoL is part of the Association of London Directors of Children's Services (ALDCS), a regional body representing London's statutory Directors of Children's Services.
2. As part of the ALDCS annual programme of sector-led improvement, an assessment of children's services has been introduced as an opportunity for local authorities to:
  - receive peer challenge within the region
  - share good practice
  - identify emerging regional priorities.
3. In line with a departmental commitment to be developmental and impact focused, the self-assessment has been welcomed as a timely opportunity to challenge our performance and identify opportunities to improve and excel.

## **Peer review process**

4. Each local authority in London has been tasked to submit a completed self-assessment by 30 April 2018.
5. CoL has been grouped into the east sub-region with the London Boroughs of:
  - Barking and Dagenham
  - Havering
  - Newham
  - Redbridge
  - Tower Hamlets
  - Waltham Forest

The east region will be split into two groups of three local authorities. Each group will come together and undertake a peer challenge discussion in May 2018.

6. From the peer review, a summit will be convened in summer 2018 to extract themes and priorities for the sub-region. The sub-regional themes will then be submitted to the wider London group. A London-wide summit will be held in autumn 2018 and a programme of London-wide and sub-regional improvement work will be confirmed.

## **Development**

7. All local authorities were provided with a template to complete the self-assessment. This required outlining a description of current provision and performance of children's services functions, along with an evaluation of strengths and areas for development. A data set was provided to inform the narrative of the self-assessment.
8. Development was undertaken through a series of departmental workshops and one-to-one sessions. A draft version of the self-assessment was presented and reviewed at the Children's Service Improvement Board and comments have been incorporated accordingly.

## **Key outcomes**

9. The self-assessment required a summary of:
  - outcomes we are proud of achieving this year
  - what we most need to improve
  - top risks for the future
  - innovation and good practice.

This summary is set out below.

10. Outcomes we are proud of achieving this year:

- Early Help  
The Early Help offer continues to impact on the low number of cases escalating through to Child Protection status. Very few children from the CoL need to go on a Child Protection Plan or come into the care of the local authority due to the quality of the universal and Early Help offer.
- Unaccompanied Asylum Seekers  
Unaccompanied Asylum Seekers benefit from a high level of consistency, support, advocacy and intervention that has helped them achieve their potential and aspirations.
- Service Improvement Plan  
A comprehensive Service Improvement Plan captures the learning from Quality Assurance and independent audits of our entire case load. This demonstrates rigour and openness to challenge and sets in place a dynamic, ongoing approach to continuous improvement.
- Special Educational Needs and Disability (SEND)  
We are delivering good outcomes for children and young people with SEND. The March 2018 Inspection of SEND services identified: good self-awareness and knowledge of our services; strong and clear leadership; a clear commitment to support families; and excellent quality of reviews.

11. What we most need to improve:

- Co-production  
Co-production needs to become integral to service design and policy development. There are some good examples of co-production – such as the work carried out by the SEND team to develop the Local Offer – but we want to do more to improve the collaboration between staff, service users and partners and make best use of one another's knowledge and resources to achieve better outcomes.
- Measuring performance  
Our small cohorts of service users mean it is difficult to establish accurate benchmarking against, for example, national performance data. We need to consider bespoke, practical means of measuring performance that ensure we are able to use data to reliably inform service performance and provide insight to identify emerging issues and risks.

- Systemic Practice

We need to strengthen a systemic approach to practice.

- Measuring impact

Given our size, and that there is one maintained school in the CoL, our residents are likely to use children's services at our neighbouring authorities. Our challenge is monitoring the services CoL children are receiving from other local authorities and the impact this has on the CoL.

## 12. Top risks for the future:

- Capacity

Given our size, our capacity to deliver our statutory duties for all children has been challenged as a result of delays with the national transfer of unaccompanied asylum-seeking children (UASC). The risk is that further arrivals of UASC could compromise our ability to meet statutory duties in a timely way.

- SEND services provision

There are fewer places for specialist SEND services in London and an increasing risk that we will not be able to commission SEND services.

- Support for social workers

The CoL needs to provide commissioned resources for accreditation of social workers. There is a risk we could lose social workers if we don't have the right support in place.

## 13. Innovation and good practice:

- Innovation

We have commissioned research by Goldsmiths University into the links between affluence and neglect. The findings were shared at a launch event attended by more than 200 social workers from across the country. They are shaping a current programme to identify training and development required to respond to and manage issues arising from the research.

- Good practice

We have developed and implemented a campaign to raise awareness of and respond to the issue of a lack of regulation where nannies and au pairs are working with children and might pose a risk. We also designed robust and independent scrutiny of services and cases by establishing an independently

chaired Service Improvement Board and external audit of all casework. This provides challenge and supports a learning and continuous improvement culture.

## **Conclusion**

14. Appendix 1 presents a self-assessment of services provided to CoL children and families. It highlights strengths and areas that require development. It will be presented to neighbouring local authorities to be used as part of a peer challenge that will inform a programme of London-wide and sub-regional improvement activities.

## **Appendices**

- Appendix 1 – ALDCS Children's Services Self-Assessment

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# ALDCS

## CHILDREN'S SERVICES SELF-ASSESSMENT

### 2017/18

<b>Local Authority:</b>	<b>City of London</b>
<b>Sub-Region:</b>	

Self-Assessment Contact name:	Chris Pelham
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## INTRODUCTION

This self-assessment provides an up to date evaluation of the needs of children and families within our area, effectiveness of current service provision and, performance in improving outcomes for children and young people. As part of the ALDCS annual programme of sector-led improvement, it also provides an opportunity to receive peer challenge within the region; share good practice; and identify regional priorities and programme of support for the coming year.

The self-assessment has been completed by senior officers from within the department, with wide collaboration and sign off from the Director of Children's Services on 30 April 2018.

We have welcomed the self-assessment as a timely opportunity to reflect on what we do well and how we can improve. It sits well with our commitment to be a developmental organisation, which is demonstrated through recent transformation of our business planning process to become more outcomes and impact focused. Increasingly, we are using assessment, evaluation, performance management and evidence to ensure that high quality outcomes are achieved and that the impact of these outcomes is experienced by all.

The self-assessment also aligns with our commitment to be a learning organisation, exemplified by a recently recruited Workforce and Learning team, in place to set out a cohesive approach to training and development in line with clear business outcomes.

The Department of Community and Children's Service (DCCS) is responsible for housing, education, social care and community services. It also delivers public health, leisure, community libraries and adult education services for both residents and people who work in the City of London (CoL). This broad scope of departmental service provision has engendered

close inter-team working that enables informed, integrated, outcomes based strategic development across all functions, including services for children. Notably, this strategic outlook is exercised through implementing the Think Family Approach, which enables wider family needs, for example around homelessness or adult skills learning, to be identified through social work assessment and referred to relevant teams within the department.

While we are unique in that we have relatively small cohorts of children and young people who require statutory support services compared to our peers, we also invest in universal and targeted youth services, sports and leisure, young people's health provision, family support services and education services.

Due to our size, our staffing model means several staff lead on more than one area. For example, the Child Protection Chair is also the Independent Reviewing Officer and the Designated Officer is also the Principal Social Worker, Modern Day Slavery and Trafficking Lead and leads the Quality Assurance and Safeguarding Service.

Our size also means there is more necessity for our work programme to be delivered through a combination of in-house, spot purchased and commissioned services. We work very closely with our partners and integral to our operating model is the development of productive and agile partnerships with, for example, LB Islington, LB Hackney, LB Tower Hamlets amongst others, to jointly commission services. More than ever, we work collaboratively across agencies to learn from each other, maximise our resources and create a joined-up system that can be easily navigated.

Our learning and development approach, feedback from service users and partners, recommendations from inspections and leadership from the City and Hackney Safeguarding Children's Board and Safeguarding Sub-Committee, has helped shape the vision for our 2018-21 Children and Young People's Plan:

*We want the City of London to be the best place possible for children and young people to grow up. We will work in partnership to provide a safe, inclusive and supportive environment where all our children and young people feel they belong. We will provide high quality services, world-class education and excellent opportunities that enable them to live healthily, develop resilience, achieve their potential and thrive.*

We want to fulfil our vision and are eager to learn best practice, seek guidance from our peers and share our successes. The small size of the CoL's resident population and the challenges and opportunities related to this has given the CoL a relatively unique status compared to our peers. While we embrace this status, we also aspire to be unique at *what we do* as well as who we are, providing excellent services that are tailored to the needs of our communities. We are keen for the peer challenge to help us do this.

## PART A: CONTEXTUAL INFORMATION

### 1. Key Personnel

Job Title	Name	Start date in current role
Director of Children's Services	Andrew Carter	May 2017
Assistant Director – People	Chris Pelham	June 2012
Lead Member	Dhruv Patel	Elected 8/05/2015
LSCB Chair	Jim Gamble	April 2013
Chief Executive	John Barradell	2012

### 2. Key Documents

Key documents should be publicly available, and links to these or to other documents relating to specific services are provided below or within the body of the self-assessment. The self-assessment is intended to be a stand-alone document and therefore other embedded documents will not be scrutinised as part of regional peer challenge.

Publication of key over-arching documents		
Document	Date	Link to website or document where appropriate
Corporate Plan	2018	[to attach]
Joint Strategic Needs Assessment	Ongoing updates	<a href="#">See Joint Strategic Needs Assessment</a>
Health and Well-being strategy	2018-21	<a href="#">See Joint Health and Well-being Strategy</a>
LSCB Annual Report and Priority Plan	2016-17	<a href="#">See LSCB Annual Report</a>
Department of Community and Children's Services Business Plan	2017-22	[to attach]
Children and Young People's Plan	2018-21	[to attach]

### 3. About The Local Area and Services for Children

The Square Mile is the historic centre of London and is home to the 'City' – the financial and commercial heart of the UK. The residential base in the CoL is small compared to most other local authorities but has grown in the last 20 years. The latest population estimate for the CoL is 9,401<sup>1</sup>. Children and young people make up a relatively small proportion (13%) of the population, with an estimated 1,215 people under the age of 19 and 1,981 people aged 0-25.

Our children mainly live in dense pockets of housing. Although the CoL is one of the least deprived local authorities in the country, significant disparities of wealth exist. While Barbican West, East and Golden Lane and the rest of the CoL residential areas are among the 20% and 40% least deprived lower super output areas in England, the Portsoken Ward is amongst the 40% most deprived areas in England.

The CoL resident population is estimated to be 78% White British; however, our children and young people are more ethnically diverse and approximately 40% are from black or ethnic minority groups compared to 21% nationally. The community of Bangladeshi origin forms the second largest ethnic group in the CoL.

The 2015 indices of deprivations published by DCLG shows that 10.2% of dependent children live in poverty. 72 children in the CoL live in income deprived households. There were 40 households with children in the CoL claiming out-of-work Benefit Claimant in May 2016.

The CoL's only maintained school is Sir John Cass Foundation primary school which is also home to the CoL's sole Children's Centre. There are five independent schools and several higher educational institutions within its boundaries. Out of the five schools, two are secondary, one is a specialist music and drama school catering for children aged 8 to 18 years and two are preparatory schools. The majority of children attending these schools come from other boroughs and most of the CoL's secondary school age children go to school outside of the CoL.

There is a cohort of students who board and travel into the CoL to study and the Corporation has safeguarding responsibilities for these children.

The CoL has excellent transport links and cultural services. There are a number of open and green spaces in the CoL, but they are generally small in size. As it is a densely populated, urban area it suffers from poor air quality. Levels of nitrogen dioxide and particulate matter are both very high.

## PART B: SUMMARY

### 1.1 Top Three Outcomes We Are Proud Of Achieving This Year

*Please include ways that you think your success can benefit others in the region and learning shared, including innovation.*

Strength or Outcome	Reference to further information
The Early Help offers continues to impact on the low numbers of cases escalating through to Child Protection status. Very few children from the CoL need to go on a CP Plan or come into the care of the Local Authority due to the quality of the universal and Early Help offer.	8. Early Help
UASC benefit from a high level of consistency, support, advocacy and intervention to help them achieve their potential and aspirations.	11. Children Looked After 13. Care Leavers
A comprehensive Service Improvement Plan captures the learning from QA and independent audits of our entire case load demonstrating rigour and openness to challenge and sets in place a dynamic, ongoing approach to continuous improvement.	1. Leadership and Governance 8. Early Help 10. Children's Social Care: Referral, Assessment, Children in Need and Child Protection 13. Care Leavers
We are delivering good outcomes for children and young people with SEND. The March 2018 Inspection of SEND services identified good self-awareness and knowing our services well; strong and clear leadership; a clear commitment to support families; and an excellent quality of reviews.	19. SEND

### 1.2 Summary of Reviews, Evaluations and Inspections

**a) Ofsted Social Care, School Improvement Inspections, CQC inspections of health services, peer reviews, etc.**

Title	Date	Outcome Reference to further information
OFSTED Inspection of SEND	March 2018	Awaiting outcome – see section 19 on SEND
Early Years – Hatching Dragons Inspection	May 2017	Good
Ofsted SIF	June 2016	Good

## b) School Inspections

Source: <http://www.ofsted.gov.uk/resources/latest-monthly-management-information-outcomes-of-school-inspections>

	Total number inspected	Outstanding	Good	Requires improvement	Inadequate	% Good or Better
Nursery, Secondary, PRU and Special Schools	n/a					
Primary	1	1	-	-	-	-

## 2. Looking Forward To 2018/19

### 2.1 Top Three Outcomes We Need To Improve

Please provide reference to the chapter/page in the self-assessment which provides further information about current performance, reasons and what you will do to improve.

Area for Improvement	Reference to further information
<b>Co-production</b> Co-production needs to become integral to service design and policy development. There are some good examples of co-production – such as the work carried out by the SEND team – but we want to do more to improve the collaboration between staff, service users and partners and make best use of one another’s knowledge and resources to achieve better outcomes.	1. Leadership and Governance 3. National and Local Priorities and Partnerships 19. SEND
<b>Measuring performance</b> Our small cohorts of service users mean it is difficult to establish accurate benchmarking against, for example, national performance data. We need to consider bespoke, practical means of measuring performance that ensure we are able to use data to reliably inform service performance and provide insight to identify emerging issues and risks.	3. National and Local Priorities and Partnerships 5. Performance, Culture and Challenge 6. Education – Strategy and Support to Schools 7. Education – Outcomes for Children and Young People 19. SEND
<b>Systemic Practice</b> Strengthen a systemic approach to practice.	1. Leadership and Governance 4. Resource and Workforce Management
<b>Measuring impact</b> Given our size and that there is one maintained school in the CoL, our residents are likely to use children’s services at our neighbouring authorities. Our challenge is monitoring the services CoL children are receiving from other local authorities and the impact this has on the CoL.	6. Education – Strategy and Support to Schools 9. Thresholds and Decision Making 16. Child Sexual Exploitation

## 2.2 Top Three Risks For The Future

Risk	Reference to further information
<b>Capacity</b> Given our size, our capacity to deliver our statutory duties for all children has been challenged as a result of delays with the national transfer of unaccompanied asylum seekers (UASC). The risk is that further arrivals of UASC will could compromise our ability to meet statutory duties.	11. Children Looked After 13. Care Leavers
<b>SEND services provision</b> There are fewer places for specialist SEND services in London and an increasing risk that we will not be able to commission SEND services.	19. SEND
<b>Support for social workers</b> The CoL needs to provide commissioned resources for accreditation of social workers. There is a risk we could lose social workers if we don't have the right support in place.	4. Resource and Workforce Management

## 3. INNOVATION, PILOTS AND GOOD PRACTICE

*This is optional additional information to capture what is being done well, involvement in regional pilots, good and innovative practice.*

Title and Description	Start and completion date
<b>Innovation</b> We have commissioned research by Goldsmiths University into the links between affluence and neglect. The findings were shared at a launch event attended by over 200 social workers from across the country and are shaping a current programme to identify training and development required to respond to and manage issues arising from the research.	4. Resource and Workforce Management 9. Thresholds and Decision Making
<b>Good practice</b> Developed and implemented a campaign to raise awareness of and respond to the issue of a lack of regulation where nannies, au pairs, are working with children and might pose risk.	[attach pdf]
<b>Good practice</b> We have designed in robust and independent scrutiny of services and cases by establishing an independently chaired Service Improvement Board and external audit of all casework. This provides challenge and supports a learning and continuous improvement culture.	2. Leadership and Governance 8. Early Help 10. Children's Social Care: Referral, Assessment, Children in Need and Child Protection 13. Care Leavers

## PART C: CURRENT SELF-ASSESSMENT

Description of service provision, evidence of current performance and actions to improve are provided under a set of headings and statements to support self-analysis. This includes 'softer intelligence' and assessment of risk factors as well as covering elements required in Ofsted SIF Annex M and other criteria. There should be sufficient evidence for the reader to be able to draw conclusions without reading any other document, although links are provided where appropriate.

### 1. LEADERSHIP AND GOVERNANCE

[Hover here for guidance](#)

#### Summary

The CoL Committee system provides an effective structure for the lead Member to scrutinise the work of the local authority. The lead Member Chairs the Children and Community Services Committee, which is empowered to take decisions and allocate resources. This oversees the work of the Safeguarding Sub-Committee, which in turn oversees the work undertaken by Children's Services. The Members have received training in their corporate parenting responsibilities and they have each met the Children in Care Council.

The quality of leadership and decision making was recently evidenced when Members acknowledged departmental pressures created by a rise in Unaccompanied Asylum-Seeking Children and provided additional resources. It is also evidenced by the role the Chairman of the Committee played in championing the CoL to lead regional development of the Pan London Children in Care Council.

The Director of Children's Services has a systematic line of sight over frontline practice through undertaking case audits, attending staff meetings, staff surgery, meetings with the Children in Care Council, and observation of practice and engagement at the Early Help Multi Agency Forum. The Assistant Director (AD) also manages the Education, Homelessness Services and Adult Services. This provides opportunities to the service around cohesion, improved transition planning and joint work. The AD however also exercises a line of sight over frontline practice through a range of systems, which include Chairing the Operational Performance meeting, the Permanency Panel, the Top 3 case forum, attendance at the Child in Care Council, Care Leavers Forum, the Early Help Forum, the Safeguarding in Education Forum, managing the Service Manager, attending frontline staff meetings and visits to all children looked after in placement every two/three years.

The Children and Young People's Plan sets out a set of priorities for the CoL and is aligned with the work of the Health and Wellbeing Board and the LSCB. This has led to the development of a well-embedded early help offer in the CoL, which is owned by the partnership. The 2018 – 21 CYPP has just been developed.

The CYPP provides a summary of intentions and the strategic framework to guide thinking and decision-making for all services affecting children and young people from 2018-21. Delivery is led through a departmental Business Plan, which includes an outcomes framework that sets out



priority themes, key activities and means to measure delivery. The staff appraisal process supports implementation of the business plan.

There is a clear line of sight between frontline staff and senior leadership via scrutiny / oversight of performance information. There is a quality assurance framework, with regular audits of cases, which are then distilled into learning and discussed at quarterly service meetings with the Service Manager and Team Manager to build learning into practice. Quality Assurance learning is also reported to the Safeguarding Sub-committee and Departmental Leadership Team. Staff have been further supported to make informed decisions by recent transition to MOSAIC, a new case management and performance reporting system.

Staff, and children and families' surveys provide an opportunity to understand user needs and frontline staff observations. Links between Early Help and SEND provision are strong and enable direct feedback from families about, for example, the short breaks offer, through annual consultation. Children and young people across the service are consulted annually about their experiences within Children's Social Care, by a commissioned, independent agency. Their views are then incorporated into the Service Improvement Plan. The 2018 survey was completed in March and will be presented to Members in May 2018.

We have a low staff and management turnover and no recruitment and retention issues. Case loads are manageable at 16 children per Social Worker across CiN, CP, CiC, and Care Leavers. Transition of staff is carefully planned to mitigate loss of skills and experience. Flexible working arrangements are in place across most teams, ensuring work takes place at the most effective locations and times.

Senior management understand the strengths and weaknesses of its service and is responsive to driving measurable improvement. There has been a rolling programme of improvement over the last 12 months, including:

- Quarterly service improvement boards that track the Ofsted Improvement Plan and the Service Improvement Plan
- Completion of the q3 Case Audit reviewing all the cases open to CSC and Early Help (quote the findings from the Aidhour report), including engagement of children and families in this process.
- Transitioning from Frameworki to the Mosaic case management system during Q1/2 2017/18
- Establishing the SEND Programme Board which is co – chaired with a parent and the AD People
- Establishing the Parent and Carer Forum
- Undertaking annual consultation with children and families, extending this exercise to children from Early Help and Children in Need, as well as Child Protection, Children in Care and Care Leavers.

### **Strengths**

1. The Committee system does not include party political representation, so Members are freer to take the decisions that they believe need to be made without the need for political horse trading.

2. The Safeguarding Sub Committee is also the Corporate Parenting Board. It exercises oversight of corporate parenting through the Corporate Parenting Annual Report, the Virtual School Head Annual Report, the IRO Annual Report, Quality Assurance Reports, reports on key areas such as CSE and Missing children, Radicalisation, and Performance Reports. As a result of the monitoring, scrutiny and tracking that is carried out, performance in these areas is strong.
3. We are a learning organisation – a Multi-Agency Practitioners’ Forum exemplifies the whole-system approach to service development, providing a learning community for all front-line Early Help professionals. We learn from reviews and commission research, for example a commissioned project from Goldsmiths University around Affluence and Neglect and, an evaluation of the system wide Solihull Approach used by universal service providers in education, health and early help.
4. The CoL has a rigorous QA framework with annual audits on open cases. The independent status of QA adds further objectivity to scrutiny. Thematic audits and reports are produced based on intelligence. An annual audit is also undertaken based on a feedback survey from parents, carers and children (where age appropriate), the feedback is used to evidence performance of the service and make recommendations.
5. The Children in Care Council provides challenge, feedback and recommendations that lead to improved service delivery and policy development.
6. We lead through championing success and celebrating positive outcomes, for example we hold a party for young people in care who have secured a permanency decision.

#### **Areas for development**

1. A review of the children’s social work model is required to embed a theory of practice into the function on a more sustained and permanent basis and to adopt a systemic practice working methodology across children and adults social care. This will result in a common understanding and application of social work theory across our workforce, providing greater engagement with and understanding of children and families and greater empowerment to social care clients. This work is a priority for the new People Workforce Development Team.
2. Further enhance understanding and implementation of coproduction with all client groups and build further on success of our Children in Care Council coproduction activity with children in our communities, in particular those with Special Educational Needs and Disabilities.

## **2. COMMISSIONING AND QUALITY**

[Hover here for guidance](#)

### **Summary**

The portfolio of the Commissioning team incorporates Housing, Homelessness, Adults Social Care, Children’s Social Care, Education, Early Years, Adult Learning and Public Health. All teams have received training on the commissioning process.

Commissioners work closely with the CoL Youth Forum, Children in Care Council, SEND parent’s forum and SEND and youth programme Boards to better inform required commissioned services.

Effective consultation enables us to identify gaps in service delivery, for example the tendering of the youth services highlighted a gap in service delivery for vulnerable groups such as Children in Care and those with SEND.

A core specification for services delivered for children and young people ensures commissioned services have a minimum standard of delivery and focus on safeguarding arrangements and partnership working. Emphasis is placed on robust contract monitoring and evidencing outcomes. A commissioning prospectus to inform potential and existing providers of our commissioning approach and expectations is also in place.

Our evaluation questions are designed to ensure that bidders are able to demonstrate that they can deliver high quality provision and best value. 10% of our evaluation criteria is assigned for social value and a minimum of 70% is on quality.

To address the challenges of a limited market available to the CoL, the Commissioning team have been exploring various commissioning options such as joining consortiums, joint commissioning and developing the third sector. To support this, the Corporation also use grant funding to support small community organisations and for piloting new provision.

The team have developed a tool to assist Commissioners and Service Managers to identify and address poor performance and complaints.

The team are supported by the corporate procurement team on managing high value contracts. We co-ordinate evaluation panels that consist of stakeholders, such as key service managers and users. For example, the Chair of the City Youth Forum participated in the evaluation of youth services bids. A parent of an SEND child was part of the evaluation panel for Healthwatch.

Our close working relationship with our service areas enables contract monitoring officers to be made aware of issues at the earliest stages. Monitoring information is triangulated with the data and performance team, service area and provider.

#### **Areas for development**

1. A key area for development is the commissioning of fostering and supported living placements to secure improvements in placement stability, quality and value. To achieve this, a placements function will be resourced in 2018/19.

### **3. NATIONAL AND LOCAL PRIORITIES AND PARTNERSHIPS**

[Hover here for guidance](#)

#### **Summary**

Strategic priorities are aligned between the CYPP, the Health and Wellbeing Board and the LSCB, and this has led to the development of a well-embedded early help offer in the CoL.

The Health and Wellbeing Strategy targets the improved mental and physical health of children in care, child protection or in need, at risk of CSE or missing. The development of integrated care between health and social care is a priority of the Health and Wellbeing Strategy. The Director of

Children's Services attends the Safer City Partnership and the Lead Member is sighted on minutes. This ensures help to safeguarding is prioritised in the work of this Board.

Across the City, LB Hackney and City and Hackney CCG, there are developing integrated commissioning arrangements which include a workstream focussing on Children, Young People and Maternity Services. The workstream has a Board that consists of representatives from the local authorities, CCG and service users. A workplan is being developed with a range of actions to meet three overarching priorities:

- Improving children and young people's emotional health and wellbeing
- Strengthening the offer of support for vulnerable groups
- Improving the offer of care in maternity and early years.

The Joint Hackney and CoL JSNA has a City specific supplement and a section on children and families. Health service needs have been reviewed through the JSNA. It covers obesity, early years, child poverty, educational attainment and EET rates. The data picture informs and underpins the priorities in the CYPP and for our commissioning. The Strategy and Action Plan set out a range of health and social care services that meet the identified needs of the local child and adult populations.

#### **Strengths**

1. We are able to capitalise on the advantages offered through the IC approach while retaining sufficient local flexibility to ensure our local needs and service design are met.
2. Our partnerships with neighbouring boroughs is a key strength and fundamental to our operating model. For example, working arrangements with LB Hackney include integrated commissioning, safeguarding and EDT arrangements, while we work with LB Tower Hamlets to deliver youth services.
3. Early Help is delivered via the full network of partner agencies within the CoL. Support ranges from preventative universal services such as a drop-in Tier 2 CAMHS service, through to targeted family support following referral to the Children and Families hub.

#### **Areas for development**

1. Improve co-production with children and young people, in particular SEND and vulnerable groups, to better improve our strategic outlook and service provision and provide better outcomes.
2. Ensure data for the CoL is robust, fit for purpose and influences our service development and planning, particularly in relation to those residents who are registered with GPs in Tower Hamlets.

## **4. RESOURCE AND WORKFORCE MANAGEMENT**

[Hover here for guidance](#)

#### **Summary**

Growth pressures and savings opportunities are part of the budget setting process. Budget activity is checked monthly with service managers and reported to senior leadership teams, relevant spending Committee and Finance Committee with any emerging pressures / risks

identified. Frequent reviews of the fee charging policy for the children's centre take place along with corporate reviews of income generation as a whole.

The current headcount is 39, at 35.5 FTE. The turnover rate at 17.91%, and staff sickness stands at 1.81 Annual sick days per FTE. Recruitment is informed by service need.

All 8 social workers hold appropriate social work degrees with several staff holding further professional qualifications. Several staff lead on more than one area, for example the Child Protection Chair is also the Independent Reviewing Officer.

The workforce is stable, allowing longer term staff development and opportunity for advanced diplomas and masters degrees after working for the CoL for a period of time.

Staff can access a range of learning opportunities through:

- CoL Learning and Development Service –training related to the Core Behaviours of posts.
- Safeguarding Children's and Safeguarding Adults Boards – e.g. Impact of neglect and emotional abuse on the development of children and engaging with families.
- Commissioned services such as Making Research Count (Kings University) and the London Asylum Seekers Consortium. The Department of Work and Pensions deliver substance and alcohol misuse services across the CoL.
- Membership with the South-East London Teaching Partnership.
- Through partnership arrangements with LB Tower Hamlets and LB Hackney, for example Working with Clients with Autism.

The caseload of the Child Protection Chair and Reviewing Officer is appropriate to the role. All reviews are undertaken in a timely manner.

The CoL supports staff to access learning opportunities to build the departmental skills base, for example offering Makaton classes to all staff. Staff are also supported to apply for secondment positions either within the CoL or with our partner organisations.

### **Strengths**

1. A new Workforce and learning team provides a cohesive approach to training and development across Children, Adults, Education and Homelessness services.
2. Our resources enable the department to bring in expertise and provide learning opportunities as needed, for example the Affluent Neglect research delivered in partnership with Goldsmiths University.
3. Our social work team is uniquely skilled in that they deliver a wide range of children's services. This means our relationships with children and young people are often longer term and care leavers are routinely supported to the age of 25 and sometimes further, with better long-term outcomes.

### **Areas for Development**

1. Completion of the directorate wide learning and skills matrix to give a clearer picture of the skills set within the directorate.
2. While the extensive knowledge and experience of our team members is a strength, the small size of our workforce means that one staff member can undertake a number of different roles within any given service. On their departure there is potential that their

skill set is lost to the organisation and hard to replace due to the organic nature of role development within the CoL. We are reviewing our sustainable workforce development policies and procedures to mitigate this risk.

3. Introduction of Systemic Practice Working methodology across the directorate which will strengthen learning and practice, including on the Think Family model, ensuring all staff are working within this approach.

## 5. PERFORMANCE, CULTURE AND CHALLENGE

[Hover here for guidance](#)

### Summary

Data informs demand and outcomes and is used to profile clients. We benchmark against national, Inner London and where appropriate statistical neighbours although remain very aware that our small cohort can create some, at times alarming, percentage variances and this fact is considered in all data reported.

In July 2016 an Ofsted inspection identified Children's Services performance management and culture as a significant strength, highlighting in particular:

- Comprehensive performance information that is shared with the right people and forums
- Rigorous analysis of performance information that has led to targeted work and practice improvements, such as raising overall referral rates to children's services and increasing referrals to the designated officer
- Detailed performance reports where commentary is helpful where numbers are low
- Proactive measures for continuous improvement, for example through collaboration with another London borough to improve the CoL's child sexual exploitation dataset
- That senior leaders have a clear line of sight on frontline practice, a very detailed and analytical approach to performance and a personal interest in children's experiences
- Clear and comprehensive data set out in the CoL and Hackney Safeguarding Children Board (CHSCB) Annual Report, representing agencies' contributions to safeguarding and fully supporting an understanding of effective practice across the whole partnership.

Since the 2016 OFSTED inspection, our approach, level of detail, challenge, and LSCB scrutiny, and of inter-team and multi-agency working has not changed. We continue to develop since the inspection, for example new workflows and reports for e.g. SEND/ EHC Plans and (LA)DO.

In-depth challenge and QA of a comprehensive range of performance data takes place via the CoL CHSCB dataset, which is challenged by a multi-agency panel. Exceptions are then presented to the City and Executive Boards. The Safeguarding Sub-Committee scrutinise the full CHSCB dataset. Challenge by multi-agency groups continues for the Early Help dataset and report and the MASE and Vulnerable Adolescents Group. Business performance indicators are challenged by the Departmental Leadership team.

The CoL has a rigorous QA framework with annual audits on open cases. Thematic audits and reports are produced based on intelligence. An annual audit is also undertaken based on a

feedback survey from parents, carers and children (where age appropriate), the feedback is used to evidence performance of the service and make recommendations. Moreover, an annual consultation is completed by an independent agency (Action for Children) to ascertain the views of child in need, children in care, care leavers and those using the Early Help offer.

Audit reports are also presented to and challenged by CHSCB (QA, CoL and Executive), the Members Safeguarding Sub- Committee, and the Service Improvement Board. The impact has direct correlation to service improvements.

#### **Areas for development**

1. There is some conflict in the level of information requested by different report readers arising from varying levels of data interpretation skills. We need to reach a compromise in how reports are presented to a range of readers and bodies that require different levels of detail and context.
2. We need to develop our reporting arrangements to build on the opportunities afforded by transitioning to Mosaic.
3. Ensure that frontline teams involve performance when redesigning any forms or workflows in Mosaic to maintain full coverage of performance reporting.
4. Our small cohorts of data mean it is difficult to establish detailed benchmarking data against, for example national or regional performance data. We need to consider bespoke, practical means of measuring performance that ensures we are able to use data to reliably inform service performance.

## **6. EDUCATION – STRATEGY AND SUPPORT TO SCHOOLS**

[Hover here for guidance](#)

### **Summary**

In 2017, there were an estimated 520 pupils of primary age (4 - 10) and 275 pupils of secondary age (11 - 16) children living in the CoL. The CoL has one maintained school, which has been judged outstanding for overall effectiveness in its last two Ofsted inspections (2013 and 2008). There are no maintained secondary schools in the CoL. All applications are made outside the CoL. CoL residents have priority places available at The CoL Academy schools. Islington Council processes school admission applications on behalf of the CoL.

Safeguarding Education Forum is made up of designated safeguarding leads from academies, independents and the CoL maintained school to share learning around safeguarding, for example learning from serious case reviews.

Pupils that attend Sir John Cass's Foundation Primary School are predominantly resident in London Borough of Tower Hamlets and the CoL. Key performance metrics for John Cass are:

- Early Years Foundation Stage are above the national average in 2016/17 at 77% compared to 71% nationally.

- Phonics screening check outcomes for Sir John Cass Foundation Primary School Year 1 in 2016-17 fell from 90.0% to 86.7% but is still almost 6 percentage points above the national average.
- Key Stage 1 results for the expected standard for 2016-17 rose for CoL pupils with performance in writing lower than for reading or maths
- Key Stage 2. 88% of Sir John Cass Foundation Primary School pupils met the expected standard, compared to 62% of pupils nationally. Mathematics, at 92%, was substantially above the rate for inner London and England, reading was stable, and writing dipped only slightly.
- Absence rates for the CoL are below both the rate for England and inner London.

The School provides an inclusive and aspirational environment for SEND children. The number of children with EHC plans has almost doubled in the last three years. There is a good ethnic mix amongst pupils.

The Dedicated schools Grant (DSG) allocation to the CoL is not published in the national allocation tables as there is only one primary school in the area. The Schools Delegated budget for 2018/19 for Sir John Cass Foundation Primary School is £1,904,510. We fund the Early years settings at £6.50 per hour and the high needs block is supplemented from CoL Funds.

The proportion of pupils known to be eligible for FSM has remained around 33 children for recent years. The number of pupil premium children is 55.

As a sponsor of Academies within the CoL 'Family of Schools', we take up opportunities and benefit from drawing on the expertise of Academies, for example governor training and intelligence and data analysis. We have also invited the CoL Family of Schools into our safeguarding forum to share information and best practice, albeit that those schools outside of the square mile are accountable to their own local arrangements. While this isn't a statutory obligation, it provides further opportunity to collectively improve outcomes for children.

One Islington primary school, Prior Weston, has 82 CoL resident children on the roll. The relationship with the school is positive, particular in relation to supporting CoL children on Education Health care plans and SEN support. The SENCo from Prior Weston school is part of the CoL SENCo network and the CoL SEND team work with the school to ensure CoL children are making good progress with their education. The Golden Lane Children's Centre is no longer part of the school, although it is based on the school site. LB Islington have recently introduced the 'Bright start' Programme that is a targeted service for Islington residents. The school however, do include CoL children in the Early years Foundation stage and have a good working relationship with the early years lead from the CoL.

Key performance metrics for CoL resident children at Prior Weston are:

- Phonics screening check outcomes Year 1 improved from 81% in 2015-16 to 88% in 2016-17.
- Key Stage 1 results for the expected standard for 2016-17 rose with improved annual performance in writing and reading.
- Key Stage 2. 80% of pupils met the expected standard, compared to 62% of pupils nationally. Absence rates for the CoL are below both the rate for England and inner London.



### Strengths

1. The small numbers of pupils and schools in the CoL means that the school community work well together. For example, the SENCO network spans across the maintained, independent and CoL academy schools, resulting in shared opportunities for professional development and training to keep up with best practise. We have also included briefings on CAMHS support in response to current needs of children and young people and the wider focus of wellbeing in schools.

### Areas for development

1. The Education & Early Years' Service needs to further develop a School Improvement (SI) framework to enable challenge and improvement for our schools and early years providers.
2. Benchmarking outcomes and performance data can be challenging given the CoL's low children/pupil numbers. We want to ensure that the educational attainment gaps for children with additional needs and from less affluent backgrounds are addressed. Benchmarking performance will enable a continual cycle of development to improve outcomes for children and young people.
3. We need to improve the way we monitor the challenges of the majority of CoL children attending schools in neighbouring authorities and potential impact this has on us. This will build on development of a school tracker and network to enable us to keep a track of the quality of education for children on SEN support.

## 7. EDUCATION AND TRAINING – OUTCOMES FOR CHILDREN AND YOUNG PEOPLE

[Hover over this guidance](#)

### Summary

The CoL has one maintained school, The Autumn 2017 Census record indicate that 29% of children attending Sir John Cass's Foundation Primary School are CoL residents.

#### Breakdown of Children at Sir John Cass's Foundation Primary School

Local Authority of residence:	Number of children:
Tower Hamlets	156
City of London	69
Other Local Authority Areas (Essex, Hackney, Hammersmith & Fulham, Islington, Newham, Redbridge, Southwark and Waltham Forest)	15
Total	240

Source: Spring 2018 School Census

The CoL has 14 children and young people on Education, Health, Care plans. The proportion of children with special educational needs and disabilities (SEND) at Sir John Cass primary school has almost doubled from 8% to 15% from January 2013 to January 2017. Absence rates are below both the rate for England and inner London. Section 6 sets out a summary of school performance.

**Primary Pupil Attendance Data: Sir John Cass's School and comparisons****2015/16 - 3 term data (whole year)**

	% Overall Absence	% Auth Absence	% Unauth Absence	% pupils PA	Numbers PA	Notes
England	4.0	3.1	0.9	8.2		
Inner London	4.1	3.0	1.1	8.9		
<b>CoL/ SJC</b>	<b>3.3</b>	<b>3.0</b>	<b>0.3</b>	<b>3.9</b>	<b>7</b>	<b>181 pupils</b>
Islington	4.2	3.1	1.1	8.9		
Prior Weston	4.5	3.6	0.9	8.6	31	359 pupils

**2016/17 – 3 term data (whole year)**

	% Overall Absence	% Auth Absence	% Unauth Absence	% pupils PA	Numbers PA	Notes
England	4.0	3.0	1.1	8.3		
Inner London	4.0	2.9	1.1	8.6		
<b>CoL/ SJC</b>	<b>2.5</b>	<b>2.4</b>	<b>0.1</b>	<b>2.8</b>	<b>5</b>	<b>179 pupils</b>
Islington	4.2	3.0	1.2	9.4	1143	
Prior Weston	4.9	3.3	1.7	13.1	48	355 pupils

<https://www.gov.uk/government/collections/statistics-pupil-absence>

Since 2013 we commission Prospects to deliver information and advice to all CoL young people. Tracking of young people's educational achievements is done via IYSS. The number of young people who are NEET is consistently below 5. The average NEET between December 2017 and February 2018 is 1.5% of all 16 and 17-year olds, which is effectively 1 young person recorded as NEET from a total cohort of 45.

**Strengths**

1. Sir John Cass Foundation Primary School is well funded and performs highly, see section 6, Education – Strategy and Support.
2. The Governance and leadership at Sir John Cass Foundation Primary School is good. The school networks well with neighbouring schools and the London Diocesan School Board.
3. The CoL has an excellent working relationship with our independent and Academy schools, enabling provision of opportunities for our school to access professional development and keep up to date with best practise.
4. Performance is consistently strong with SJC well above national averages across EYFS , KS1 and KS2.

**Areas for development**

1. As we have no alternative provision based within the CoL, we must negotiate access to alternative provision with other Local Authorities. We tend to spot purchase these places on a needs basis. We want to move to a more commissioned approach to improve quality and value for money. We are currently developing joint commissioning with the City & London CCG, health services and Hackney Learning Trust. This should mean that we are able to find good quality alternative provision to meet the needs of CoL children efficiently.
2. Because of the small data sets and numbers of children in the CoL we have challenges in benchmarking performance and outcomes. We need better performance monitoring capacity and dashboards to maximise accountability.

3. There are plans to improve the current data collections and analysis. Our plans are to align services and budgets within the Children's joint commissioning for services that support children and families. These services are critical to ensuring that children with additional needs, on SEN support and with mental health issues are able to access their education and achieve good educational outcomes.
4. Building profile of SEN Support needs for all CoL children is a significant challenge given we have no secondary schools in CoL. Work is ongoing to build this profile.

## 8. EARLY HELP

[Hover over this guidance](#)

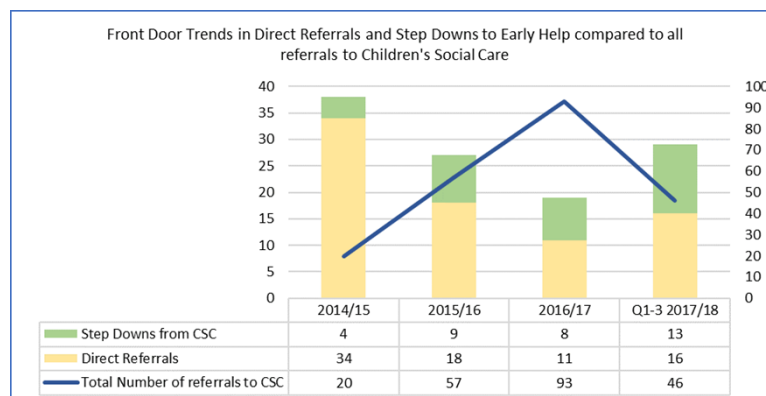
### Summary

Early Help is delivered via the full network of partner agencies within the CoL. Support ranges from preventative universal services such as a drop-in Tier 2 CAMHS service, through to targeted family support following referral to the Children and Families hub.

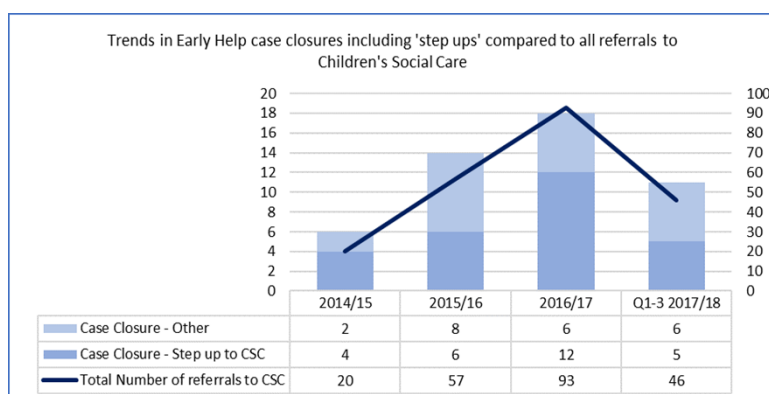
As of 31 March 2018, there were 13 children and young people open cases to Early Help.

There is good understanding of thresholds of need by partners and pathways to support are clear, with virtual MASH arrangements and a single point of entry to both Early Help and Children's Social Care via the Multi-Agency Referral Form (MARF). The Early Help sub-group and the Children's Executive Board provide Early Help oversight.

We have though seen a significant increase in 'step downs' during Q1 to 3 of 2017/18 however the impact of larger family groups on a small cohort must be considered.



The number of 'step ups' from Early help to Children's Social care has followed the general trend in all referrals to Children's Social Care over the past four years, as below:



The annual Early Help report demonstrates that services are being accessed by all communities within the CoL. Improving awareness of services within the community remains a focus. Data is beginning to emerge from more consistent use of a distance travelled tool and this will be key to identifying emerging needs and informing service planning and development in the future.

Service development and delivery is captured and monitored through the Service Improvement Plan and the Early Help Action Plan. The Early Help Strategy was last updated in 2015 and will be reviewed this year following publication of the new Children and Young People's Plan.

Barbican and Community Libraries and Early Years and Education services offer a range of daily Children's Centre activities for parents and carers of under 5s, including: Rhyming and story sessions, sensory and messy play sessions and baby massage.

### Strengths

1. A Multi-Agency Practitioners' Forum exemplifies the whole-system approach to service development, providing a learning community for all front-line Early Help professionals. This forum actively contributes their knowledge and experience to key strategic priorities such as engaging vulnerable/target communities (for example the Bangladeshi Community), evidencing the impact of services and encouraging participation from and co-production with service users. In addition, the forum is used to support multi-agency working through case discussions, often resulting in onward referral of children and families to targeted or specialist services. It was recognised as a strength in the June 2016 Ofsted Inspection and continues to operate with strong multi agency engagement.
2. The targeted Early Help caseload is increasing via a combination of new referrals and step-downs from social care. Partner agencies contribute to all CAF assessments and engagement is good at Team Around the Child (TAC) meetings which are regular and outcomes-focussed. As a result, plans progress at a good pace, securing change and improvement for children, young people and their families which is evidenced through distance travelled data as well as case closures. Feedback from EH service users is positive about the service.
3. The Early Help offer pilots new services, for example, a webinar is being developed to support young people with academic pressure and exam stress. This will raise awareness

of mental health and emotional wellbeing issues as well as providing young people with self-care strategies and pathways to support.

4. The EH offers continues to impact on the low numbers of cases escalating through to Child Protection status. Very few children from the CoL need to go on a CP Plan or come into the care of the Local Authority due to the quality of the universal and EH offer.

#### **Areas for development**

1. The existing CAF needs review and a multi-agency task and finish group will explore options for a simpler, shorter shared assessment and outcomes framework. This will support increased leadership from partner agencies as well as improving consistency of approach across targeted Early Help work.
2. Short Breaks is an area of focus for improvement and provision for children with SEND and their families as well as young carers is being re-developed in partnership with the parents' forum. This co-produced outlook mean families become directly involved in the planning and commissioning of the services they access.

## **9. THRESHOLDS AND DECISION MAKING**

### [Hover over this guidance](#)

#### **Summary**

Social Workers and internal and external partners have a good knowledge of local thresholds of need and support and therefore children consistently receive help at the right level for them.

Thematic audits confirm that trends and changes in Early Help assessments, referrals and Child Protection plans including step-ups/downs are understood. Internal and external audits are undertaken, including front door practice, and outcomes are fed into the learning review programme. Qualitative data informs thematic audits and service improvement.

The CoL refreshed its Thresholds of Need protocol document in 2015 and continues to deliver awareness raising sessions to staff and stakeholders including through the workforce development process; a range of multi-agency meetings and forums; through a thematic range of training providing by CHSCB; through Things U Should Know briefings; and by members of the Children & Families team going out and working alongside partners in their own settings.

#### **Strengths**

1. Contacts and referrals are subject to management scrutiny, including a triple lock system, and through monthly and quarterly analysis of the number, types and agency sources; and through comparative analysis with the latest available relevant national, inner London and statistical neighbour data. As a result, rates of referral per 10k CYP have risen for the first time since the launch of the new thresholds protocol to above the national, SN and inner London rates in 2016/17 but as at 31 December 2017, the City's projected rate of referrals per 10,000 CYP for 2017/18, the rate by which local authorities can compare their activity, is now at a level comparable to the 2016/17 national, inner London and statistical neighbour rates of 548, 556 and 526. This is a positive as these three bench mark rates tend to be consistent from year-to-year.

2. Close partnership work helps to improve early identification of any neglect. In addition, CoL has commissioned research into Neglect and Affluence. This has now been published and will shortly be shared at an international conference by Goldsmiths University. Here in the CoL we are using this research as a base to develop targeted training to enable Social Workers to recognise and respond to need in affluent families in a more informed and confident manner.

#### Areas for development

1. The majority of CoL resident young people attend schools out-of-borough and there have been some delays in schools contacting the CoL. The Education Service has a tracking and mapping project in place.

## 10. CHILDREN'S SOCIAL CARE: REFERRAL, ASSESSMENT, CIN CHILD PROTECTION

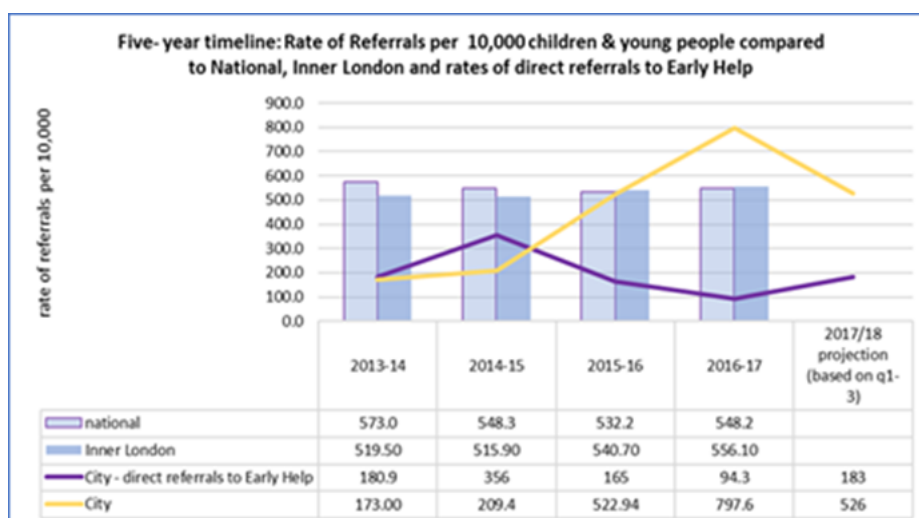
### [Hover over this guidance](#)

#### Summary

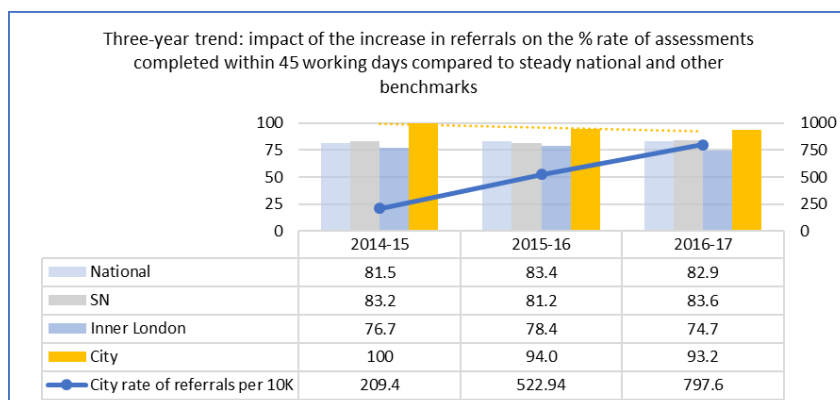
In 2016/17, 93% of assessments were completed within timescales – those that were not involved just 2 families and the delay was explained by a clear rationale, evidenced with management oversight.

In 2015/16 the thresholds guidance was refreshed, and new front door protocols put in place. This impacted on the number of contacts to Duty and on the number of referrals to Children's Social Care: in 2015/16 the rate of referrals per 10,000 resident under-18's for the first time rose to a level comparable to National and Inner London rates.

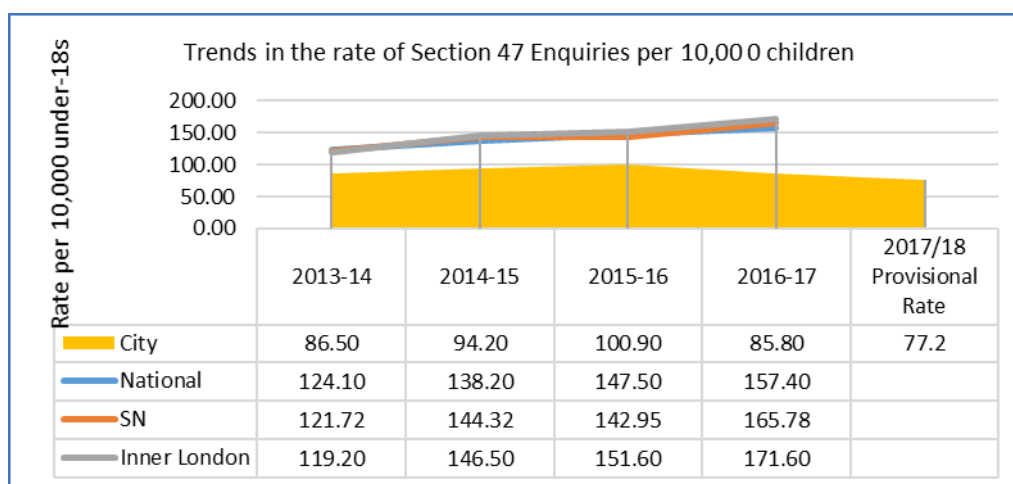
As at 31 December 2017, the City's projected rate of referrals per 10,000 CYP for 2017/18, the rate by which local authorities can compare their activity, is now at a level comparable to the 2016/17 national, inner London and statistical neighbour rates of 548, 556 and 526. This is a positive as these three bench mark rates tend to be consistent from year-to-year.



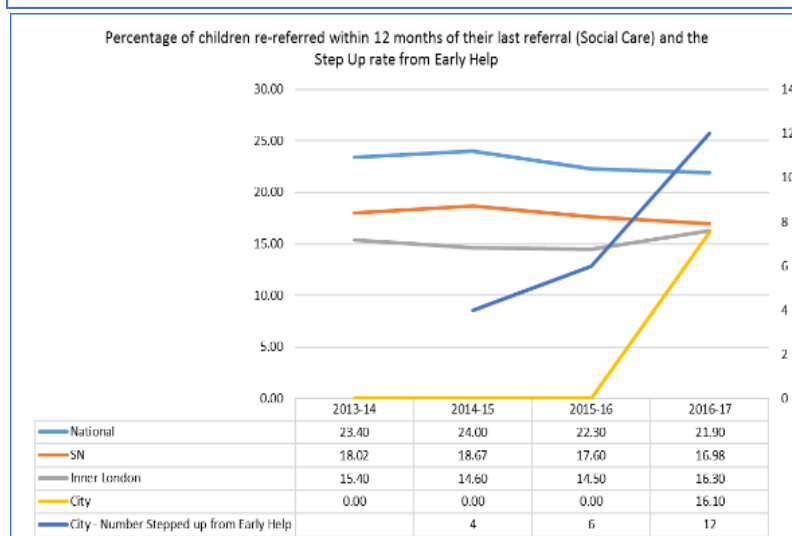
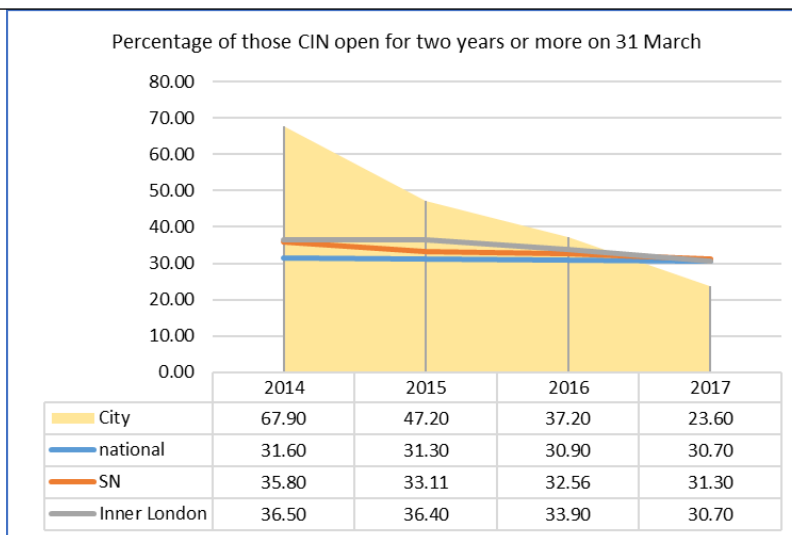
The increase in the number of referrals to Children's Social care since early 2015/16 appears to have impacted the previously consistently high rate of Child & Family Assessments completed within 45 working days, but performance is still above National, Statistical Neighbour and Inner London rates, as below:



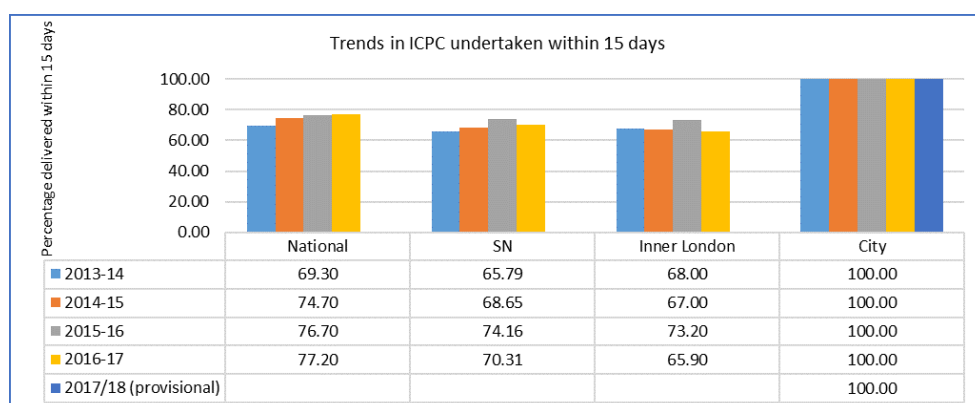
Over the past five years, City has seen a general trend in an increase in the rate of Section 47 enquiries per 10,000 children, mirroring but below national and other comparator rates, but the impact of our small cohort was seen in 2016/17:



The City has improved in reducing the number of children open to CSC (CIN) for two years or more, but in 2016/17 we saw a significant rise in the percentage of children re-referred to Children's Social Care within 12 months of their previous referral. The increase in re-referrals was mirrored by an increase in 'step ups' from Early Help, including some that had previously 'stepped down', demonstrating mobility between the services. This is illustrated in the tables below:

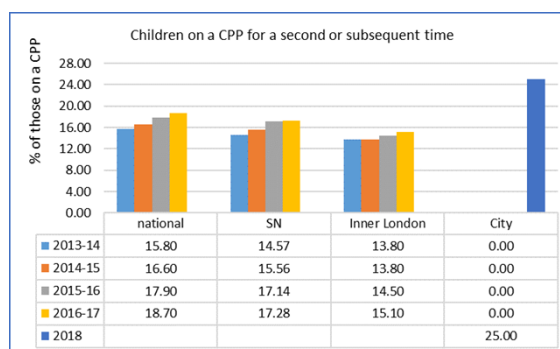
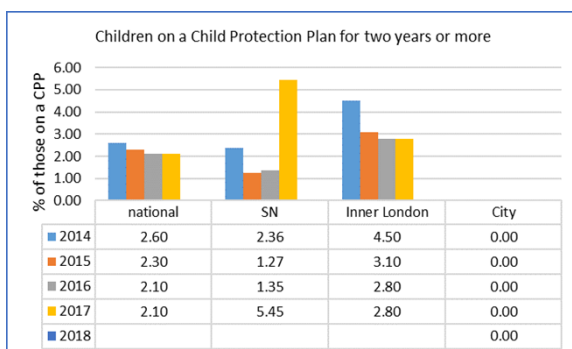


In comparison City has performed consistently well in delivering Initial Child Protection Conferences within timeframe, as expected given our very low numbers of children escalated to ICPC this would be expected of the team:





City also continues to perform well in having no child subject to a Child Protection Plan for two years or more. The percentage of those on a CPP for a second or subsequent time is above national, SN and Inner London averages however only four children started CPP during the year and the one repeat in this very small cohort has had a significant impact on the percentage.



From 2015/16 the IRO service was bought in-house and City returned to consistently delivering all review Child Protection Conferences within timeframe. Again, due to our very low numbers on CP Plans this should be expected but performance had fallen to 0% in 2014/15 as the RCPCs for three siblings was delivered a few days late.

Whilst the Inner London rate of Children in Need at 31 March 2018 has seen a year-on- year decline since 2014, the CoL rate has seen a year-on- rise. It also of note that the national and statistical neighbour rates, usually consistent, saw a decline in 2017. But this may be due to the high ratio of UASCs/ former UASC in the CoL care comparative to its population.<sup>2</sup>

### Strengths

1. A thematic audit on thresholds evidenced that in the majority of cases thresholds are being appropriately and consistently applied between Child Protection, CIN, Early Help the step up and step-down process. This ensures that the right level of support is offered to children and families at the optimum time to effect change.
2. All CIN and Child Protection Reviews are completed within timescales and all CIN cases have a CIN plan. Work is therefore focused on individual need and managed in a timely way to ensure there is no drift.
3. Social Workers know their children and families well and engage with young people in a variety of ways to ensure that their voices are heard. This is confirmed by the children and families themselves as evidenced by the Annual Action 4 Children survey. Children and families are encouraged to contribute to strengths-based planning approach, designed to encourage involvement and ownership.
4. Children and young people across the service are consulted annually about their experiences within Children's Social Care by a commissioned, independent agency (Action for Children). Their views are then incorporated into the Service Improvement Plan. This ensures that our service focuses on areas for development that are important and make a difference to the children and young people with whom we work.

<sup>2</sup> The CIN census data includes all those open including LAC and Care Leavers

### Areas for development

Audits undertaken by an independent provider identified recommendations for improvement, which are progressed through the 'good to outstanding' meeting, chaired by the Assistant Director for people's services.

1. Although we have a good understanding of thresholds within the tiers of statutory services and Early Help, the same rigour needs to be consistently applied at the front door. This will ensure that we offer a consistent and proportionate response to all children and families referred to the City. A review of the Virtual MASH arrangement will be taking place to ensure consistent understanding of thresholds is in place across the partnership.
2. Plans need to be more outcome focused and timely. This will be addressed through targeted training. This will ensure that children and families are clear about why social care are involved, what they are working towards and what difference this will make to them. Training is also being planned around the Think Family approach. We will work to ensure this training informs and enables practitioners to work with families in a holistic, multi-agency way that is strengths based and offers opportunity for realistic and sustainable change.
3. The City has commissioned research from Goldsmith's University around Affluence and Neglect. Recommendations from this research will be incorporated into the Service Improvement Plan. This will maintain focus and our commitment to developing practice in a consistent way, with all families, where children's needs are not being met to a good enough standard. This will ensure that regardless of background and parental response, children and young people's needs remain paramount.

## 11. CHILDREN LOOKED AFTER (Children in Care)

[Hover over this guidance](#)

[Hover over this guidance – Part B](#)

### Summary

The CoL has almost exclusively Unaccompanied Asylum Seeking Children (UASC) in its Children in Care (CiC) cohort. As of year-end 2017/18, the City has the highest number of CiC in London, with 85.8 per 10,000.

Understanding of associated processes is robust - the Virtual School Head (VSH) provides a special tool-kit, all CiC have a direct voice to leaders through the Children in Care Council (CiCC) and all CiC have consistent access with Independent Review Officer, VSH/IAG and legal support. All CiC are aware of their rights and entitlements, and all UASC have access to appropriate legal support.

All CiC are met and consulted with on a regular basis by social workers, IRO, VSH, IAG worker and external agencies (including independent advocates and visitors) and through consultations undertaken by an external partner.

All CiC are referred for an initial health assessment within 3 days of coming into our care. In addition, they are all offered an initial CAMHS baseline assessment and are referred to University College London for a transmutable disease blood test as standard. All are registered with a GP,

dentist and optician by their foster carer as soon as is possible. Health passports are issued which provide them with a transferable record of health issues and care since coming in the care of the City.

The CoL does not have an internal fostering team, and City CiC are placed out of the borough as there is no local provision. The IRO, senior officers and lead members monitor the quality and impact of care and support. A permanent placement officer post has recently been agreed which will be recruited to shortly, ensuring that we are focused on sourcing best quality placement's, ensuring that all appropriate checks and balances are in place.

Multi-agency support is in place to help each CiC achieve their potential through access to education and training, including the UASCs who arrive with little or no English or formal education. The VSH, SWs and IAG worker ensure that some structured provision is put in place whenever there is a delay providing an appropriate school or college place and to ensure that PEP meetings go-ahead. The most recent KS4 results were good; and we are currently supporting a UASC into university.

Robust scrutiny is achieved through internal and external quality assurance processes and detailed performance information that together inform leaders and managers and help them to identify where services need to be improved in order to be consistently good or better than good.

### **Strengths**

1. Due to the relative stability of the SW team, children and young people and Care Leavers are often supported by the same allocated social worker through transition and beyond. The quality of meaningful enduring relationships developed between SWs and CiC was highlighted by Ofsted in 2016. Young people tell us that it makes all the difference to them, knowing that their social worker knows them, listens to and understands them, and advocates on their behalf to ensure their voices are heard and their needs are met.
2. All CiC are able to co-produce their plans at each review stage. They are consulted prior to review and set the meeting's agenda. This works towards ensuring the process is meaningful and of value to the young person, ensuring that they feel listened to and able to affect change in respect of their own lives while also meeting statutory requirements.
3. The Annual Survey of CiC and Care Leavers consistently highlights a high satisfaction rates from our young people in respect of their views about the quality of social work and carer support.

### **Areas for development**

1. The quality of some recording is an area for further development. We are confident that quality work takes place and that our young people are consulted with, have their voices heard and make good progress. Ensuring that this is consistently recorded in a timely way will ensure that we are able to evidence the difference we make. Our IRO is working on making the review document much more accessible to children and young people so the new format will really tell the individuals story using their own words and reflecting in a very real way their hopes and feelings.

2. Pathway plans need to be completed jointly with young people reflecting their views, wishes and feelings. This needs to be a dynamic and evolving process that young people value and take pride in.

## 12. FOSTERING AND ADOPTION

[Hover over this guidance](#)

### Summary

The City currently commissions Coram to recruit, train and support adopters for the City, and provides the City with family finder advice and contributes to permanency planning. The City manages the care proceedings, undertakes the assessment of the child (CPR), takes the ADM decisions and manages the placement of the child once the Placement Order is granted.

There have been no adoption referrals made in the City in the last 5 years, however, annual monitoring is maintained of the service and activity reports are submitted by the provider to ensure we meet our statutory responsibilities. While we outsource functions, we are able to scale up our response to need by using the Permanency Panel and CiC Review to ensure that all children are considered for adoption.

The CoL has access to Coram's Concurrent Planning Project in order to facilitate the early placement of babies and very young children up to the age of two, if required- to date this has not been necessary.

If required, Coram provides appropriate support to adopters and their children (birth children as well as adopted children) at different stages of development throughout childhood and into adulthood, including:

- Social events
- Study day
- A newsletter
- Stay and play groups for pre-school children, supported by a child psychotherapist
- Parenting skills groups for adopters of children aged 3-8 and for those whose children are approaching adolescence.

The CoL is a member of the Ambitious for Adoption Regional Adoption Agency alongside several other LA areas with Coram acting as the hub. This arrangement was recently approved by the DfE and plans are now in place to develop this partnership into a full RAA by 2019.

The local authority does not have its own fostering service due to the size of the LAC population, but spot purchases from the Pan London consortium. Ofsted rates all independent fostering agencies used by the City either Good or Outstanding. There are sufficient suitable placements available to meet the needs of the CoL CiC population.

All placements are outside of the local authority. These placements are kept under close review to ensure that it continues to meet the young person's needs and is appropriate.

There is a diverse range of foster carers available which can be sourced through the Pan London arrangement with the IFA's. Allegations against foster carers are passed to the appropriate LADO

and the City checks the number of referral that have been made by IFA's as part of the monitoring process.

The Safeguarding and Quality Assurance service carry out annual monitoring visits to the IFAs to confirm that they are meeting their safeguarding duties and supporting the carers and young people in placements in areas such as radicalisation.

#### **Strengths**

1. The voice and views of the young person are fed back through the IRO and CiCC which informs the development of the service.
2. Audits carried out on the Independent Fostering Agencies show that the agencies are either judged as being good or outstanding.
3. The Action 4 Children survey of all CiC identified the very high rate of satisfaction amongst the CiC for their carers.

#### **Areas for Development**

1. The need to scope possible provision of semi-independent provision in the City itself to support transition arrangements.

### **13. CARE LEAVERS**

[Hover over this guidance](#)

#### **Summary**

There were 18 care leavers in the City on 31/03/18 and 15 of them were unaccompanied asylum seekers (UASC). UASC who come into the City and who are placed on the National Transfer Scheme receive a high level of support. Where transfer is not timely, the Independent Reviewing Officer and allocated Social Worker advocate on their behalf to enable them to remain in the care of the CoL.

A multi-agency cross referencing process is in place in regards housing requirements for care leavers. Many younger care leavers are supported in semi-independent placements, whilst older ones move into independent living, often in CoL social housing units in London. The latter are able to access the tenancy support offer beyond care leaver status.

At 31 March 2018 100% of our care leavers (aged 18 – 24) were in suitable accommodation at this time and social workers kept in touch with them all. This is above the national and statistical neighbour averages at for 19 – 21 year-olds during 2016/17 of 84% and 81% respectively. At year end, 2 care leavers were in “staying put” arrangements with their previous foster carers. 10 were placed in sole occupancy units and two were in shared accommodation sourced and supported by semi-independent living projects. and 4 were in social housing studio flats (3 being CoL units of which 2 are in borough).

At 31 March 2018, 71% of Care Leavers aged 19-21 (7) were in education, employment or training, and of those NEET one was NEET for maternity reasons. This is still above national and Inner London comparisons for this age group in 2016/17, which were 50% and 51% respectively. Young people who are NEET are followed up promptly by the Virtual School Head (VSH) and their social

workers. Care Leavers are supported by the VSH to access appropriate College courses to ensure progression. The VSH also supports young people onto apprenticeships and higher education.

The Apprenticeship Service is part of the Department of Community and Children's Services and delivers an expanded corporate apprenticeship programme that to provide employability, training and skills opportunities. Close working relationships have enabled apprenticeship as a potential pathway for care leavers and UASC.

### **Strengths**

1. Care Leavers have highlighted that the consistency of support - Social Worker, VSH, IAG, Children in Care Council access, semi-independent project key workers - improves the quality of the transition to care leaver services – they feel cared for. This support better enables care leavers to find appropriate provision to remain EET, thus more likely to complete education. The City also offers work-experience to its care leavers and one has become an employee as a result.
2. Most of our Care leavers are former UASC and the City has established some ways, and are exploring more, to develop their life skills and qualifications not just to live independently in this country but in case they have to return to their original home country. As a result, our young people have ambition and the tools to be able to access educational and vocational opportunities, including: one who is currently studying at degree level; another who will be going in September; another who has secured a role as an apprentice within the CoL Corporation; and the rest engaged in ESOL or college.
3. Care Leavers are encouraged to join the Children in Care Council (CiCC) and the CoL has recently led on the development of a London wide CiCC. This enables the voices of children and young people in the CoL who are in care or care leavers to be heard; it increases opportunities for young people to meet together and share their understanding of their care experience and independent living within the City.
4. Care leavers and children in care are actively and effectively encouraged to share their views in pathway and PEP planning and are included in the consultation undertaken by the external agency. They are offered direct access to senior leaders through the CiCC and are invited to feedback directly to members at the Safeguarding Sub Committee. They benefit because they have an opportunity to engage directly with the people who are ultimately responsible to ensure the CoL fulfils its 'corporate parent' role.
5. Care leavers are given the opportunity to attend outward bound courses and activities that are supported and attended by their Social Workers. This gives young people the opportunity to try new things, with their peers, that will hopefully increase their confidence and self-esteem. It also encourages development of social skills and builds relationships.

### **Areas for development**

1. We have identified that Pathway Planning is an area for development in relation to timeliness in some cases. This is being supported through the QA process and compliance processes and will inform the Service Improvement Plan. Young people will benefit from plans that reflect their journey and contain their voice, that are regularly reviewed and kept up to date. The aim is that they will see these documents as useful and dynamic tools, that actually mean something to them as opposed to just more paperwork.

2. The IRO is currently scoping more innovative ways to engage with care leavers so that their views inform practice. Again, we want young people to feel a sense of control and that their views are sought, reflected and acted upon and used to shape the service they receive.
3. Social worker support is bolstered by key worker support for those in semi-independent placements and the VSH supports and monitors access to ESOL and functional skills courses. Challenges can arise in gaining placements on vocational skills courses that would produce practical qualifications, due to levels of English language.

## 14. YOUTH OFFENDING

[Hover over this guidance](#)

### Summary

There are 0 CoL children and young people currently known to the YOS. There was 1 SEND young person known to the YOS service last year.

To meet our statutory duties, we commission our Youth Offending Service from London Borough of Tower Hamlets. These arrangements are subject to performance monitoring and contract reviews. Commissioners meet with YOS on an annual basis. Monitoring data is received from the YOS every quarter where it is cross referenced with CoL Police, Children Social Care and the Appropriate Adult Service to confirm the data is accurately reflected across these key referral sources.

The YOS will liaise with the young person's education, training, employer to ensure that their interventions complement their delivery. The Appropriate Adults Service is commissioned to provide independent advocacy service for any young person who is held in custody.

### Strengths

1. The Children's Social Care team have a strong working relationship with the CoL Police who ensure the service is informed of any child/young person coming to notice or who are at risk of offending. We are therefore confident that we will be notified as early as possible of any child/young person at risk of offending to then ensure we can prepare a comprehensive prevention plan.

### Areas for development

1. Monitoring information provided by the provider needs to be improved by making explicit the SEN Support Needs of the young person, if applicable.

## 15. MISSING CHILDREN (HOME, CARE, EDUCATION)

[Hover over this guidance](#)

### Summary

Missing from Home, Care and Education procedures are in place, which have been localised from the Pan London procedures. Return Home Interviews are commissioned to be carried out by Action for Children within 72 hours of the child's return and an annual report on children missing is made to the LSCB and the Safeguarding Committee, which analyses the Return Home Interviews

for themes and patterns. The numbers of children missing is low in the City compared with other LAs. From October- December 2017, the front door received 52 contacts relating to missing children and/or maternity alerts. None were City residents.

The majority of missing children coming to notice to the police are non-City residents. These are referred to their home local authorities, but the patterns and trends arising from this are reported to the MASE to build an intelligence picture.

Due to the small size and geography of the CoL, links with the British Transport Police and the LSCB have been developed. Systems are in place to monitor the non-attendance of children in education in the City, who are tracked and followed up.

Electively Home Educated children are visited twice a year, as a minimum, by Education Officers to ensure that the curriculum is suitable and to screen for any safeguarding concerns.

In light of concerns over young people at risk of sexual exploitation, radicalisation and the often-invisible practice of private fostering arrangements, the City has procedures for tracking its resident primary and secondary age pupils who fall within the statutory school age. The Children Missing Education (CME) Database is established, maintained by the Admissions and Attendance Manager and includes all known children at risk of missing education. Additionally, the School Tracker provides comprehensive identification of City children of statutory school age in mainstream education. This enables us to maintain an overview of children educated outside of the City area and increases assurances that they are in education. This information is monitored by Heads of Service on a monthly basis and subject to review by the DCS on a termly basis.

### **Strengths**

1. Our CME database captures all the children we have concerns about but who may not reach the thresholds for children's social care and therefore are not on MOSAIC. This is monitored on a weekly basis and is reported on every month. This enables us to regularly monitor progress for these children and ensure that any changes in circumstance are picked up and responded to quickly.
2. The Education and Early Years' Service and the Children and Families team work well together to enable the identification of children not in school, those at risk of missing school and Looked After Children that need a school place or tuition until a school place is found. This means that we can work collaboratively between departments and with City schools to share information and raise educational safeguarding standards.
3. The relationship with Independent Schools in the City is strong and this work increases the quality of the partnerships. The schools are starting to contact us earlier and more often for advice on matters of attendance which enables us to provide advice, information and make referrals earlier.



## 16. CHILD SEXUAL EXPLOITATION

[Hover over this guidance](#)

### Summary

The CoL has low numbers of crimes recorded and young girls at risk usually coming to notice before abuse or exploitation occurs. Between April 2015 and March 2017, 12 crimes which relate to CSE were recorded. The victim in two of the reported crimes is a City resident. All of the victims in the recorded crimes were female.

Reporting of actual sexual assault remains in single figures in the city of London, but the reporting around predominantly young girls who may be at risk of CSE has increased, which is looked at as a positive sign of more potential issues being picked up earlier before abuse can occur.

The majority of children coming to notice in the City (for any reason) are not resident in the City, although reports are disseminated to their home police force as appropriate and social services within their home boroughs are notified.

Unaccompanied asylum seeking children (UASC) housed and cared for by CoL are a group that is a high risk of CSE.

There is a local Child Sexual Exploitation (CSE) Strategy and work plan in place, led by the LSCB.

The MASE has now become the Vulnerable Adolescents Group (VAG) which is focussed not just on CSE but considering all aspects of vulnerability against children – mainly because those at risk of CSE are likely to be vulnerable to other things (mental health, suicide, FGM, gangs, radicalisation etc).

The VAG meets monthly and reviews cases of children who are considered to be vulnerable to CSE up to children believed to be victims of CSE. MAP meetings are required in procedures for all cases of known CSE. A deep dive into all open City Children's cases took place to screen for CSE or risk factors. Currently there are no children in the City known to have been a victim of CSE, but the deep dive identified 2 young people known to children's social care who are vulnerable to CSE because they go missing from care. They have been considered by the Panel and vulnerability factors addressed in planning.

The City launched Operation Makesafe in March 2015, with the aim of raising awareness of CSE within the business community - including hotels, taxi companies and licensed premises. We also had a peer review with LB Camden in 2016.

Clear procedures are in place for children missing from care, or education or at risk of Child Sexual Exploitation. The local authority commissions Action for Children to undertake return home interviews within 72 hours and follow up of any risky behaviour is undertaken by City Gateway or CAMHS where appropriate.

CSE is a standing item on the Safeguarding Committee, forms part of the Town Clerk's supervision of the LSCB Chair and is a key part of the LSCB Business Plan.

Return home interviews are monitored by the Service Manager and action taken where appropriate to mitigate future risks.

### **Strengths**

1. The introduction of a School Tracker in 2015 enables identification of all children of statutory school age, including children attending independent schools. We are now in a position where we can locate all CoL resident children of statutory school age in mainstream education.
2. Our CME database captures all the children we have concerns about but who may not reach the thresholds for children's social care and therefore are not on MOSAIC. The Education and Early Years' Service and the Children and Families teams work together to enable the identification of children not in school, those at risk of missing school and Looked After Children that need tuition until a school place is found. Our collaborative work between departments and with City schools enables us to share information, raise educational safeguarding standards and build better working relationships.

### **Areas for Development**

1. Due to the resources needed to maintain the accuracy of the school tracker, a decision has been made to focus on children in the maintained sector only and to update the tracker aligned to the school headcount. We will mitigate this by:
  - Securing more robust data sharing agreements with the CoL independent schools to allow a more rigorous process around information sharing.
  - Implementing an annual census to support the accuracy of the information recorded in the school tracker on an on-going basis.
  - Ensure that all schools our children attend are aware of our policy to monitor children who have persistent absence of less than 90%. Where there is a concern about low attendance these children will be added to the CME Database.
2. The CoL has a number of major transport hubs. The British Transport Police (BTP) have shared their data of CYP's coming to notice at City locations, some of whom may be vulnerable to CSE. A review of the interface with the BTP should be considered to further improve intelligence and information sharing.
3. The City has a large number of hotels, and serviced apartments which could provide locations for offences to take place. Consideration needs to be given to an ongoing programme of awareness delivery needs to staff at these premises, particularly due to the high turnover rate of staff.

## **17. DOMESTIC ABUSE, PARENTAL SUBSTANCE MISUSE, AND MENTAL ILL HEALTH**

[Hover over this guidance](#)

### **Domestic Abuse**

The Home Office Ready Reckoner estimate that there are 221 female victims of domestic abuse in the City between the ages of 16 – 59. The actual level of instances of domestic abuse as a concern in child protection investigations reaching a Section 47 investigation remained low at a total of 10 in 2016/17.

We are partners in the MARAC process sharing information, in relation to children and family services, on high risk cases of domestic violence and abuse. MARACs are held as required, given the small number of cases that meet the MARAC Threshold.

The Domestic Abuse and Sexual Violence Forum reports on its strategic plan to the Community Safety Partnership. The work of the Forum is supported by the Safer City Partnership team and is Chaired by the Assistant Director People.

Recognising the need to have full integrated cooperation across the Police and Local Authority, arrangements are in place to recruit to a joint funded Domestic Coordinator Post accountable to the Forum and funded by Community Safety, CoL Police and Department of Community and Children Services.

### **Strengths**

1. Training events have been delivered to children's services and partner agencies around domestic abuse, including impact on children and working with perpetrators of domestic abuse. This has increased awareness and enabled early intervention across agencies.
2. The MARAC process enables local frontline services to share information and work out how best to help safeguard victims and children at high risk of serious harm.

### **Areas for development**

1. Recruit to the new joint funded DA Coordinator post.
2. Review and update the Children's Domestic Abuse Strategy in line with the new Children and Young Peoples Plan priorities.
3. To further embed our 'Think Family' approach in order to secure better outcomes for children, young people and families by coordinating the support they receive from multi-agency services.
4. Better insight and service design for those families from different ethnic and cultural backgrounds

### **Mental Ill Health**

Based on MINI2K-adjusted estimates in 2014, there were 52 children (age from 5-15) in the CoL with a mental health disorder.

We commission CAMHS to support children and young people who may benefit from support around their mental health. The City will commission additional services to meet need at different levels across the threshold of need continuum to support the emotional wellbeing of families. For example, we commission First Steps to provide targeted Early Help Support for children and families of children under 5. The recent SEND Inspection and the 2016 Ofsted Inspection noted the impact and user satisfaction levels were positive and helped reduce increase levels of concerns for children's and parents/ carers wellbeing. The service provides one to one support around parenting, as well as parenting groups as required. It links with our Children Centre provision as well being part of multi-disciplinary discussions through the Multi Agency Practitioners Forum. This provision is supported using the Solihull Approach which provides a multi-agency framework/ language for supporting families, used by professionals in health, education and early help. The model was subject to an evaluation by Goldsmiths which recognised the positive impact it was having on families.

The CoL also has a bespoke service for UASC who receive an initial emotional wellbeing assessment from CAMHS when they first arrive in the City. This service was commissioned to address the concerns of our UASC Population having a potential vulnerability to PTSD due to their experiences in their home countries prior to coming to CoL. Reported Mental health concerns for our Care Leavers has reduced in number, albeit the figures are very low, in the last 3 years since the service was first commissioned.

Children Social Care and Adult Social Care both sit within the People Directorate and are co-located on the same floor in the Guildhall, with the Heads of Service sharing the same office. This significantly increases opportunities for joint working, as evidenced by a number of cases. This was recognised in the recent SEND Inspection via the submission of case examples to support our evidence of impact of joined up working.

At a strategic level there is an Adults With Additional Needs policy and a Mental Health Strategy in place.

### **Strengths**

1. Strong links between services around Mental Health enable access via ASC to the RIO database for Mental Health records of parents, family members. This enables relevant information to be shared between agencies working with children and families in a timely way to ensure a more 'joined-up approach' which will assist in achieving better outcomes.
2. Strong links across services particularly in relation to Safeguarding. A recent example of which was the multi-agency response to a rough sleeping, pregnant women with substance abuse problems. Health, social care, substance abuse and homelessness outreach workers worked together to attempt to engage the mother and protect the unborn child. There are a number of case examples to support our evidence base regarding impact.
3. 'Think Family' approach is evidenced by our 'Top 3' meetings where service leads from ASC, Children and Families, SEND and Homeless services meet to discuss cross cutting cases. This has offered a higher level of multi-agency scrutiny and encourages a greater sense of shared ownership and responsibility in working towards achieving good outcomes.

### **Areas for Development**

1. We are reviewing our Approved Mental Health Practitioner function. This will consider how we can further enhance MH support adopting a Think Family approach across the whole of the People Directorate.
2. Updated 2018 data on children with mental health issues will enable a review of service provision.

### **Parental Substance Misuse**

In 2014, it was estimated that there were 90 CoL adults who were alcohol dependant<sup>1</sup> and in 2014-15 an estimated total number of 28 residents aged 15-64 year old using opiates and crack cocaine<sup>2</sup>. There are currently two cases open to Children's Social Care involving adult substance misuse.

Westminster Drug Project are commissioned to provide drug and alcohol prevention and treatment services for adults living in the CoL. They also provide information and prevention services to families in the City. Between April and December 2017, the total number of CoL service users engaged in structured treatment with the service is 32. Of these, 6 are parents. Young Hackney are currently commissioned to provide drug and alcohol treatment to young people living in the CoL and two CoL residents were referred in 2017-18 (contract finishes 31<sup>st</sup> March 2018).

#### **Strengths and outcomes**

1. Administration and management of the service is co-located at the Guildhall. This results in excellent communication with frontline services and therefore more support to services and more referrals.
2. Training and prevention services in place, with outreach to young people and adults. Events run within this to target families, in conjunction with other commissioned services.

#### **Areas for development – how we will improve**

1. The young people's service is based in Hackney. There is a risk that without outreach or proactive engagement with services, young people will not present to treatment. There is also a risk of a lack of link between parental and child substance misuse. This will be improved as from April 2018 WDP will also be commissioned to provide the young people's substance misuse services, currently provided by Young Hackney, which will bring services for young people in to the City.

1. Estimates of alcohol dependent adults and alcohol dependent adults living with children, Public Health England
2. The 'Estimates of the prevalence of opiate use and/or crack cocaine use, 2014 to 2015' published by the Liverpool John Moores University, Public Health England

## **18. RADICALISATION AND EXTREMISM**

### **Summary**

We have achieved a good coverage of training for staff and key external groups such as foster carers. Training will be rolled out to all Corporation staff, with bespoke face to face support available for key staff such as Children's Social Care. We will look further at responses to high risk cases to ensure clear understanding between partners.

An audit has been completed on children's cases to identify how we are meeting the potential risks around radicalisation, which enable gaps in practice to be addressed.

### **Strengths**

1. Commissioned IFA's are audited annually on how they ensure their foster carers can recognise when a young person is at risk and/or showing signs of radicalisation. Training that is being offered around radicalisation is checked at monitoring visits.
2. Children and young people who are potentially at risk of radicalisation have a risk assessment completed, which is updated 3 monthly. This puts the City in a better position to constantly evaluate the potential risk of radicalisation, which then enables earlier implementation of intervention strategies.

3. Social workers have manageable caseloads and know their care leaver and looked after children and young people. This means they can provide earlier intervention by quickly picking up any changes in behaviour either through their direct contact or through the young person's key worker.
4. Children's Social Care Staff have received training around radicalisation. The team have a close and effective working relationship with the CoL Police Prevent Team. This gives us early sight of potential risks and more time for appropriate intervention.

#### **Areas for Development**

1. We need to review the individual risk assessments every 4/6 months on children's case files to ensure that they are comprehensive in regard to covering the current risks. The outcome of this will be to identify those young people at potential risk of radicalisation, or identify those young people who may be radicalised, ensuring early referral to Channel.
2. Our CiC are all unaccompanied minors, who have a markedly different journey into care and experience of life. We are continually driven to better understand the marginalisation and radicalisation of this group. This will include a rolling training and development programme for staff on radicalisation, to ensure that new staff coming into Children's Social Care will have the requisite skills to know what the potential vulnerabilities are to radicalisation and how young people may present if they are being radicalised.

## **19. SEND**

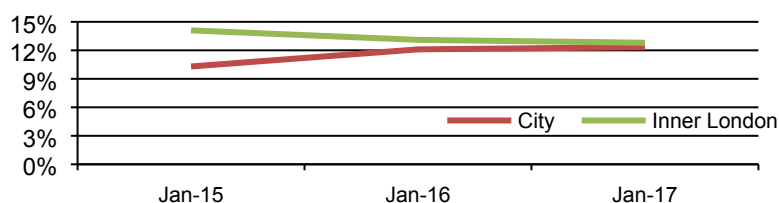
### **Summary**

Around 300 children and young people who live or go to school in the City receive some SEND support. As of September 2017, the City has 14 children with an Education, Health, Care (EHC) plans or Statements of Educational Needs.

Because of our small SEND cohort, our families have enjoyed well-resourced, tailored services and a stable team of professionals, some of whom have worked with the children and young people for many years.

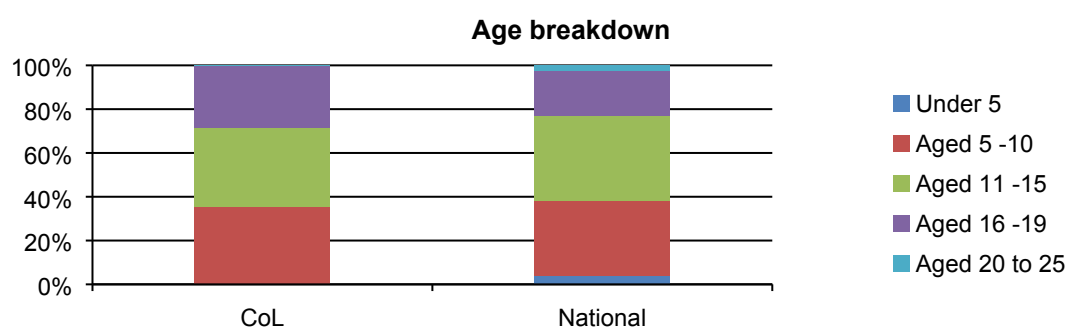
100% of statutory assessments are completed within 20 weeks of commencement compared with 59% nationally and 70% in London as a whole. The City has completed the transfer of all Statements (of Special Educational Needs) to Education Health and Care Plans, well in advance of the national deadline of 1 April 2018. An Education Health and Care Plan has also been issued for a young person who previously had a Learning Difficulty Assessment. This was well in advance of the legal deadline.

The number of children receiving SEN Support has risen from 9.2% in 2014 to 12.3% in 2017. This is slightly lower than the Inner London average (12.8) but is higher than the national average of 11.6%.



Percentage of SEN Support varies between schools in the City from 16% St Pauls Cathedral School to 8% in Charterhouse Square School. The Education team will be looking to enhance its relationships with the independent schools in the City over the next academic year to help identify children with SEND and improve the quality of SEN support in COL.

The majority of children with EHC plans are boys (92%). This is higher than the national average (73%). Six out of 14 (43%) children with EHC plans are of White ethnicity. Twelve out of the 14 children with EHC plans are of statutory school age, with 36% aged between 11 and 15, which is below the national average of 39%. The City does not have any children under statutory school age with EHC plans (see graph below for breakdown). All CoL children with an EHC plan attend schools that are judged “Good” or “Outstanding” by Ofsted. Three children with EHC plans attend Sir John Cass’s Foundation Primary School, the only local authority maintained school in the City.



### Strengths

1. In March 2018 an OFSTED Inspection of SEND services noted a number of strengths, including:
  - Leaders have a strong and purposeful commitment and a detailed understanding of service strengths and weaknesses.
  - Leadership roles and responsibilities are clearly defined, and governance is effective
  - Leaders and professionals are ambitious and have a detailed understanding of children and young people and their families.
  - The overall number of children and young people are small but mobilising staff and using joint commissioning is effective.
  - There are clear assessment procedures, particularly in early years.
2. We know what we do well and have development plans to further improve, as set out in our self-evaluation. We are making progress on key areas, including:
  - Improved communication and engagement with staff, partners and health professionals to identify emerging needs and provide early intervention.
  - Developing a Children’s Centre offer based on local needs of City based families.
3. Co-production is a principle we are working to embed in our activities, for example through co-production of the Local offer to champion our ‘one front door’ approach to

increase access to good quality advice and information for children, young people, parents and carers of children with SEND.

4. Excellent partnerships with Hackney CCG to underpin joint working and commissioning:
  - Commissioned/re-commissioned services demonstrate inclusive practice and a focus on outcomes for children, young people, parents and carers of children with SEND.
  - There are well developed plans for achieving integrated commissioning and aligned budgets in the Integrated Commissioning Children's workstream.

#### **Areas for development**

1. The parents' forum is too small and should include parent carers of children on SEND Support in CoL schools. We also need to develop effective systems to improve engagement and participation of young people with SEND. The outcome is a lack of user insight, which compromises the range and depth of services available. To improve this, we have enabled CoL parents to develop a local network, so they have more involvement and influence on the strategy, design and delivery of local services.
2. Need better performance analysis and reporting and a quality assurance framework that better enables our strategic planning, oversight and scrutiny. Small cohorts mean we haven't got robust data with which to confidently inform joint commissioning which reduces the scope of our search to identify services that we need. We will develop a performance analysis and a quality assurance framework that better enables our strategic planning, oversight and scrutiny. We are linking up with Tower Hamlets to be able to share their data sources to further develop the support to our one maintained primary school.
3. Need to improve post 16 education progression and pathways so that when children and young people are transitioning into adulthood their access to training and employment good quality provision and services are available to support them. It's currently difficult to identify the right pathways for our post 16 children and young people and our services to post 16 children are compromised. We will transform EHC plans to focus on the aspirations and outcomes for the child and young person. We will also work closely with commissioning to research post 16 pathways that include apprenticeships, employment or further education, independent living, life skills.
4. Because of the size of the CoL resident population, joint commissioning activity needs to be reframed to specifically meet the needs of the CoL children, particularly where there is a joint commission of services targeting large numbers of children across two boroughs. New governance arrangements and multi-agency participation at SEND Implementation Boards will create a new paradigm in which the voice of the CoL child is the first voice in all that we do.



We have set out a clear and frank evaluation of the effectiveness of current service provision and performance in improving outcomes for children and young people services. The self-assessment has demonstrated that we understand the needs of children and families and that we work with intelligence to translate this understanding into excellent service provision.

External inspection of safeguarding in 2016 and SEND in 2018 recognised that quality of services is good and that leadership is strong. We are determined to build on this, so our good leadership fosters an organisational culture that is committed to being developmental, using self-improvement tools like the Service Improvement Plan and a rigorous Quality Assurance framework to exercise continuous improvement.

We recognise our future challenges and that service improvement will be achieved through effective co-production arrangements that are integral to policy development and service delivery and result in sustained and meaningful impact on lives of our children and families. Our recently reviewed and revised CYPP 2018-2021 has been driven by the views of our children and families and we need to ensure that we build on this partnership with our communities.

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<b>Committee</b>	<b>Dated:</b>
Community and Children's Services Committee	<b>11 May 2018</b>
<b>Subject:</b> Local procurement of sexual health services	<b>Public</b>
<b>Report of:</b> Director of Community and Children's Services	<b>For Decision</b>
<b>Report author:</b> Farrah Hart, Consultant in Public Health, DCCS	

## Summary

The transformation of sexual health services in London is designed to reduce costs and improve outcomes for users of sexual health services.

This report considers the North Central London procurement of clinic-based sexual health services, of which Hackney and the City of London form a single distinct lot

This is part of the London-wide transformation of clinic-based sexual health services. The model and specification was been developed in consultation with a variety of stakeholders to help meet the growing demand and need for sexual health provision in London.

## Recommendation

Members are asked to:

- Note the procurement process and endorse the award of the contract to the successful bidder, The Homerton Hospital.

## Main Report

### Background

1. All local authorities are mandated to provide open access sexual health services to their residents. This includes HIV prevention and sexual health promotion, open access genito-urinary medicine (GUM) and contraception services for all age groups. It does not include treatment of HIV in people who have been diagnosed (which is commissioned by NHS England), and does not include termination of pregnancy (which is commissioned by Clinical Commissioning Groups (CCGs)). The open access model means that City residents can access GUM services across the country and the City of London Corporation is required to reimburse providers from the ring-fenced Public Health Grant. The cost of providing sexual health services is increasing each year; whereas the grant allocation has reduced sharply, with further cuts due for the next two years.

1. The need for sexual health services in London is significantly higher than the England average, and has risen significantly in recent years. HIV, Sexually Transmitted Infections (STI's) and abortions are significantly higher in London than national averages, and there are significant differences and inequalities within London.
2. Currently, the City of London commissions sexual health services through an SLA with the London borough of Hackney. Despite the older age profile of City residents, rates of STI diagnoses are reported as very high for our population. Genito-urinary sexual health services (GUM) attendances by those recorded as City of London residents are extremely high, with over 2,100 attendances in 2015/16. 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.
3. The transformation of sexual health services in London presents an opportunity to reduce costs and improve outcomes for users of sexual health services. Currently each London borough provides its own service to residents in relation to sexual health. This means that there are a multitude of providers providing the same services across the 32 London boroughs and the City, with all the duplication of costs this entails.
4. Given London's complex pattern of open access services, there are important advantages for London boroughs to transform and commission services together. The London Sexual Health Transformation Programme aims to transform the way sexual health services are provided in London. The Programme aims to deliver high quality, innovative, equitable and accessible services that can meet the sexual health challenges we face now and in the future, and which reflect the expectations of service users and the technology they use.
5. 31 boroughs and the City have been working together on a sub-regional basis for clinical service transformation, and across London for on-line sexual health services. This collaborative working between local authorities across London is unprecedented, and represents a step change in the way services will be designed and delivered.
6. Sexual health clinics are currently used for a variety of purposes, but the main activities are:
  - Testing for STIs
  - Contraception (including Long Acting Reversible Contraception (LARC)) and emergency contraception)
  - Treatment of symptomatic STIs
  - Complex specialist treatment (e.g., for pregnant women with STIs)

### **Testing and the new e-healthcare service**

7. The results of a waiting room survey carried out across London showed that 60% of those attending Tier 3 do not have any symptoms and were attending for just a check-up rather than because they were experiencing any effects. Most sexual

health testing services are not currently digitalised so users/residents are required to attend surgery or their local clinics in order to be tested. This has the result of putting more strain on services

8. A new e-healthcare service is currently being implemented, whereby symptomless people can order a STI testing kit online, which will be posted to them using a number of different address options (for example, they may not wish the kit to be posted to their home address). They can collect their own samples, and return the kit via post. They then receive their test results via text message, email, or via another medium of their choice, within a few days. This type of kit is a much cheaper and more accessible way for people to get tested regularly without having to visit a specialist clinic.
9. Unless the tests are returned positive, there is no further involvement by the provider other than to notify the patient of a negative result. If the tests return positive results, then a personal meeting is arranged at any of the agreed partner locations (walk in clinics, some chemists and GP's surgeries) and a regime of assistance to the patient is provided.
10. The e-healthcare service went live in January 2018. The contract for this service is hosted by the City of London Corporation.

## **Contraception**

11. Public engagement with users of sexual health services in Hackney and the City of London revealed that many local women choose to use sexual health clinics to get routine contraception, rather than going to their GPs. This works out as extremely expensive, particularly as GPs are already paid for dispensing some forms of oral contraception under their basic medical contract (GMS/PMS).
12. The more reliable forms of contraception, referred to as LARC (Long Acting Reversible Contraception) are not covered by the GP contract, and are instead commissioned by local authorities, from the public health budget. LARC can be fitted by some GPs, but not all, and so many women are choosing instead to go to a specialist sexual health clinic for LARC fitting.
13. The public health team is speaking to local GPs about how to encourage more women to use their GPs for obtaining routine contraception and LARC. We are also involving the City and Hackney Clinical Commissioning Group in these discussions. By enabling more women to access high quality contraception services through primary care, it will save money and further free up sexual health clinic capacity.

## **North Central London procurement of Genito-Urinary Medicine (GUM) and Sexual and Reproductive Health (SRH) Services**

14. The North Central Sub-region comprises of Islington, Camden, Barnet, Haringey, Hackney and the City of London. For procurement purposes, this area is split into two areas – with Lot 2 comprising Hackney and the City of London. This aligns with where City and Hackney patients tend to go for services. Islington has led

the procurement on behalf of the sub-region, with a NCL sub-regional steering group chaired by Camden and Islington Public Health working closely with the leads from the other Councils including Hackney and the City. Hackney and the City were a separate lot within this procurement, allowing for refinement of the specification to meet specific need in the area.

15. Partnership agreements and in particular an Inter-Authority Agreement (IAA), have been developed to support the LSHTP arrangements, ensuring that there are reciprocal arrangements to share one another's prices across London and to support collaboration. These are key agreements which outline governance and partnership obligations and help with risk management.
16. Together, a specification was developed and shared across London partners for their agreement. Working alongside and in collaboration with our London partners has been a key feature of this procurement. Alongside this, work has been undertaken to model how many service users will move to the new e-service, focussing on those who are asymptomatic. The new clinical service will be focussed on meeting higher clinical levels of need, and a strategy for channel shift from physical sites to the new e-service is a key element of our plans for sexual health in London. Bidders were explicitly required to state how they would work alongside the e-service to demonstrate this.
17. This procurement supports the London-wide aim to reduce the number of major level 3 GUM services (fully comprehensive consultant-led Sexual Health Services, able to treat the most complex STIs and/or provide complex contraception services). Hackney and the City of London previously hosted two highly specialist sexual health clinics and two clinics that could deal with routine and uncomplicated sexual health issues (which account for the majority of cases). The specification for Lot 2 required that the new model only have one specialist centre, with remaining clinics providing more general/routine care. The specification required that at least one clinic must be located within the City of London.
18. As part of the London wide transformation of sexual health services, clinics across the North East London sub region (consisting of Newham, Waltham Forest, Redbridge and Tower Hamlets) are to be merged, with two new highly specialist sexual health centres to be located in Whitechapel and Stratford. These centres will continue to be open access, and will be conveniently located near transport hubs, meaning that City residents and workers will be able to easily travel to either of these sites in addition to the City and Hackney clinics.
19. The tender process followed was the Competitive Procedure with Negotiation (CPN) conducted in accordance with the Public Contract Regulations 2015. This approach was intended to allow the NCL boroughs to work with interested parties to develop the specification and the solutions offered by bidders.
20. Alongside the development of the specification, the London Integrated Sexual Health Tariff was developed. The advantages of this tariff are that we are able to more fully understand what we are paying for as the tariffs relate more closely to actual procedures. The result of this work is the creation of the London Integrated

Sexual Health Tariff (ISHT) which was used as a maximum price in the procurement process.

## **Tender process**

21. This procurement was in accordance with the Public Contracts Regulations 2015. The procurement is subject to the provisions of such Regulations concerning Social and Other Specific Services. The procedure which was adopted was based upon the Competitive Procedure with Negotiation (CPN), as recommended across the sub-region by the LSHTP board. The CPN procedure outlined that the procurement process would be conducted in successive stages which could result in reducing the number of bidders and would offer the opportunity to improve bids and develop the proposals through negotiation and clarification.
22. Providers were required to have significant experience working within the GUM/SRH field in order to be considered. Those who successfully expressed an interest were automatically invited to tender and had access to all tender documents. Those who submitted a tender and met the minimum requirements had their full tender, method statements and pricing evaluated and were invited to negotiate.
23. The service was split into two Lots for NCL. Lot 1 covered Haringey, Barnet, Islington and Camden as outlined above. Hackney and the City formed Lot 2. These Lots were then further broken down, and for Hackney and the City; this was into:
  - Lot 2a: the Core sexual health service, and
  - Lot 2b additional modules
24. These Lot 2b additional modules could only be awarded to the bidder successful in Lot 2a, and if a minimum score was achieved. The Homerton Hospital was successful in winning Lot 2a and also provided a robust response for Lot 2b. The panel were satisfied in their evaluation that The Homerton Hospital provided an offer that exceeded minimum requirements and recommended award of Lot 2a and 2b.

## **Tender Evaluation**

25. The tender was advertised on 24th August 2016 via OJEU, Contracts Finder and the London Tender Portals. 38 Expression of Interests were received for both Lot 1 and Lot 2 together. Out of the 38 bidders, Lot 2 (City and Hackney) received two tender submissions. The final moderation meeting was concluded on 27 February 2017.
26. The tender panel included an independent Clinical Consultant who was also involved in developing the specification for this tender, as well as the DPH for City and Hackney and the City's consultant in Public Health. Hackney's Head of Finance for Health and Community Services was also on the panel to support with the adoption of the new pricing model. The tender panel were supported by Islington Procurement and the Public Health Commissioning Team.

27. During the tender process the panel met with bidders separately. The meetings covered negotiations and some clarifications. This enabled the panel to cover with bidders areas requiring expansion and clarify specific points directly relating to the bid. In addition the panel clarified points with bidders via Islington Procurement's e-tendering portal.
28. Bidders were given two weeks to complete their tenders for revised and final submissions. Bidders were emailed notes of meetings as well as additional notes in regards to information to be shared generally for the purposes of transparency and equal treatment. Revised tender submissions were received on 09 December 2016 and final tenders received on 23 February 2017.
29. Following final scoring, The Homerton Hospital was the winning bidder. The bids were very close in cost and this gives some comfort in similar outcomes being reached from within a competitive process. The Homerton Hospital was very marginally (0.28%) more expensive than provider B over the five year period but scored more highly on the quality aspect of the tender and hence was successful overall.

Lot 2a – Core Service	Quality Score	Price Score	Total Score
The Homerton Hospital	39%	49.86	88.86%
Bidder B	30%	50%	80%

Lot 2b - Chlamydia	Quality Score	Price Score	Total Score
The Homerton Hospital	40%	50%	90%
Bidder B	30%	50%	80%

Lot 2b - Outreach	Quality Score	Price Score	Total Score
The Homerton Hospital	40%	50%	90%
Bidder B	30%	50%	80%

Lot 2b - Pharmacy	Quality Score	Price Score	Total Score
The Homerton Hospital	40%	50%	90%
Bidder B	30%	50%	80%

Lot 2b - Governance	Quality Score	Price Score	Total Score
The Homerton Hospital	40%	50%	90%
Bidder B	30%	50%	80%

30. It was recommended that Lot 2a (sexual health clinical services) and Lot 2b (local leadership of chlamydia, sexual outreach and clinical governance) contracts, covering Hackney and City of London, be awarded to The Homerton Hospital. This is for an initial period of five years with the potential to extend to eight years. The service commenced from July 2017, with a new sexual health clinic opening in the City of London at 80 Leadenhall in April 2018. The contract is held between the provider and the London Borough of Hackney, with the City of London as a co-signatory. The City of London will pay for local residents to access the service through its existing SLA arrangements with the London borough of Hackney.



## **Corporate & Strategic Implications**

31. The programme of work described within this report supports the following strategic aim from the Corporate Plan: To provide modern, efficient and high quality local services, including policing, within the Square Mile for workers, residents and visitors.
32. Additionally, it supports the following Key Policy Priorities:
  - a. KPP2 Improving the value for money of our services within the constraints of reduced resources; and
  - b. KPP3 Engaging with London and national government on key issues of concern to our communities such as transport, housing and public health
33. It also supports the following priorities from the Department of Community and Children's Services Business Plan:
  - a. Priority Two – Health and wellbeing: Promoting the health and well-being of all City residents and workers and improving access to health services in the square mile.
  - b. Priority Five – Efficiency and effectiveness: Delivering value for money and outstanding services.

## **Implications**

34. The Local Authority has statutory duties to take such steps as it considers appropriate for improving the health of the people in its area. This means that the public health grant needs to be spent as prudently as possible, in the context of the overall reduction in grant funding on improving the health of the population.
35. Some public health services are “mandated”: these include the requirement to provide, either directly or indirectly, open access sexual health services for treating, testing and caring for people with such infections.
36. In order to ensure adequate public engagement has taken place, a waiting room survey was conducted with sexual health service users in clinics across London, and a local survey was conducted at St Bart's and at 3 clinics in Hackney. Focus groups with local service users from City and Hackney have been conducted. City of London Healthwatch was also consulted about the level of public interest in this issue.
37. There has been extensive consultation with London clinicians, and input from commissioners across London and wider. There has also been engagement with national expert bodies in sexual health provision who have helped with expert content. The LSHTP programme has also involved and or sought advice from other key stakeholders including the London Safeguarding Children's Board and wider. There has been a strong communication plan that has provided regular updates to interested parties as well as stakeholder events. Feedback has been used to inform the specification, the pricing model and the procurement process.

38. An equality impact assessment has been completed for this piece of work, and is available on request. The specification requires the successful provider to target key vulnerable groups and this is reflected in the KPIs. The procurement will not create any new impacts on the overall physical and social environment of City and Hackney, although there may be change of address and a move of clinic site.
39. The tender documentation explicitly requested bidders to confirm that they would be paying the London Living Wage to employees. This was confirmed.

## **Conclusion**

The procurement has concluded, and The Homerton Hospital was successful. The London borough of Hackney will performance manage the contract with The Homerton Hospital to ensure the sexual health clinic for the City of London meets local need and changing patterns of demand, in the context of the London-wide transformation of sexual health services.

## **Appendices**

- none

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<b>Committee(s)</b>	<b>Dated:</b>
Community and Children's Services - Decision Education Board - Information	11/05/2018 17/05/2018
<b>Subject:</b> Former Richard Cloudesley School Site	<b>Public</b>
<b>Report of:</b> Andrew Carter, Director of Community and Children's Services	<b>For Decision</b>
<b>Report author:</b> Gerald Mehrtens, Director of Academy Development	

## Summary

This report seeks authority for the Director of Children's and Community Services to provide Undertakings, enter into an Agreement with, and give covenants to the relevant local planning authorities (LBI and the City) under Section 106 of the Town and Country Planning Act 1990 in connection with the grant of planning permission for a new primary school and social housing on the former Richard Cloudesley School Site ("the Site"). Authority is also sought in connection with related Community Infrastructure Levy matters.

## Recommendation(s)

Members are asked to authorise the following:

- The Director of Children's and Community Services be authorised to sign Undertakings in the attached or similar form set out at Appendix 1
- The Director of Children's and Community Services be authorised to agree and instruct the Comptroller and City Solicitor to enter into a Section 106 Agreement to provide covenants in respect of the Heads of Terms listed in Appendix 2.
- The Director of Children's and Community Services be authorised to take all necessary steps in respect of Community Infrastructure Levy in connection with the implementation of the planning permission, including in relation to liability or transfer of liability and in relation to Social Housing Relief.

## Main Report

1. As reported to Community and Children's Services Committee in April 2018, planning applications for the provision of a new primary school and 66 social housing units were approved by LBI's Planning Committee on 1 March 2018 and by the City's Planning and Transportation Committee on 26 March 2018, subject to Section 106 obligations, planning conditions, and GLA approval.

2. The Section 106 covenants are required to ensure that a number of issues identified through the planning evaluations can be addressed. The issues, which form the Heads of Terms and will be the basis of the Undertaking and covenants given, are listed in Appendix 2.
3. A Section 106 Agreement is normally required to be entered into by the developer and owner of the land. The majority of the Site is owned by LBI, and the City will not therefore be able to enter into the Section 106 Agreement in respect of the majority of the Site until LBI has transferred its land interest to the City. However, LBI is unable to transfer its ownership of the Site to the City until the planning permission has been issued and the judicial review period expired.
4. To enable the planning permission to be issued in advance of the Section 106 Agreement being completed, it is proposed that the Section 106 obligations be contained in an Undertaking (substantially in the form at Appendix 1). The Undertaking will also commit the City to enter into the Section 106 Agreement immediately on the ownership being transferred to it by LBI.
5. In addition to the planning obligations, there is also potential liability for Community Infrastructure Levy ("CIL") payable to LBI and the Mayor. However, Education use is nil rated, and social housing use is eligible for social housing relief from LBI. Neither of those uses will therefore incur LBI CIL subject to the proper statutory steps being undertaken. These include submission of the CIL Assumption of Liability Notice and submission of an application for Social Housing Relief. This application must be submitted by the owner and must be approved before the development starts, or the relief may be forfeited. As the owner is currently LBI it is proposed that appropriate CIL arrangements will be progressed in co-operation with LBI, the final arrangements to be agreed on the basis of expert advice.
6. Legal Implications: these are contained in the body of the report.
7. Authority for the Director Children's and Community Services to give the Undertakings and for the Section 106 Agreement to be entered into are therefore sought, to enable the planning permission to be issued. Authority for any necessary CIL steps to be taken is also sought.

## **Appendices**

- Appendix 1 - Director's Undertaking, S106
- Appendix 2 - Heads of Terms

## **Background Papers**

*Provision of additional primary school places and social housing on the former Richard Cloudesley School site, Community and Children's Services Committee, April 2018*

### **Gerald Mehrtens**

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**DIRECTOR'S UNDERTAKING**

**PROPOSED REDEVELOPMENT OF SITE AT  
FORMER RICHARD CLOUDESLEY SCHOOL,  
GOLDEN LANE, EC1Y 0TZ  
("THE SITE")**

**PLANNING APPLICATION REFERENCES:  
LBI – P2017/2961/FUL; CoL – 17/007770/FULL**

**SECTION 106 & 278 COVENANTS**

Duplicate cross-boundary planning applications for the Site were approved by the London Borough of Islington's ("LBI's") Planning Committee on 1 March 2018 and by the City of London Corporation's ("the City's") Planning and Transportation Committee on 26 March 2018 (under planning application references above) subject to planning obligations under section 106 of the Town & Country Planning Act 1990.

In its capacity as freehold owner of part of the Site, as the proposed freehold owner of all of the Site, and as the proposed developer of the Site with responsibility for implementing the proposed development pursuant to the above planning applications, the City hereby:

- (a) Undertakes to enter into a Section 106 Agreement in the form annexed to this Undertaking immediately upon acquiring any further interests in the Site; and
- (b) Undertakes to being bound by the planning obligations contained in the Section 106 Agreement annexed to this Undertaking should the City implement the planning permissions issued pursuant to the above planning applications.
- (c) [Consents, in respect of the land within its ownership, to the Site being bound by the proposed planning obligations.]

Authority for the Director of Children and Community Services to give this Undertaking has been approved by the City's Children and Community Services Committee at its meeting of [.....]

Signed by.....

**Andrew Carter, Director of Children's and Community Services, City of London Corporation**

Date.....

## HEADS OF TERMS

1. On-site provision of 66 affordable (social rented) housing units with nomination rights split between the City of London and Islington in line with agreed unit allocations
2. Community Use agreement and management plan for the school hall
3. Contribution in lieu of on-site children's play space of £134,676, to be used within one mile of the site.
4. Residents of the residential building to have access of the school's MUGA outside of school hours in accordance with an agreed management plan.
5. The relocation of the Adult education centre. *Note: this may not be required as a Head of Term if already in place.*
6. Public realm improvements along the public right of way between the site and Basterfield House and on Golden Lane and Baltic Street West
7. Submission of a Green Performance Plan and a post occupation Green Performance Plan.
8. Connection to a local energy network if further studies demonstrate feasibility or, if not currently feasible, future proofing for connection to a network if a viable opportunity arises in the future.
9. Contribution of £155,991 towards offsetting projected residual CO2 emissions of the development, to be used within one mile of the site.
10. Compliance with the Code of Employment and Training.
11. Facilitation of 3 work placements during the construction phase of the development, lasting a minimum of 26 weeks, or a fee of £15,000 to be paid to LBI.
12. Compliance with the Code of Local Procurement.
13. Compliance with the Code of Construction Practice, including a monitoring fee and submission of site-specific response document to the Code of Construction Practice for approval which shall be submitted prior to any works commencing on site.
14. The repair and re-instatement of the footways and highways adjoining the development, including the removal of redundant footway crossovers. The cost is to be confirmed by LBI Highways/CoL, paid for by the applicant/developer and the work carried out by LBI Highways/CoL. Condition surveys will be required.
15. Provision of 2 accessible (Blue Badge) parking bays with all costs to be borne by the developer with works to be carried out by the Council, including any TMOs, and the re-provision within the vicinity of the site of any other accessible bays required as a consequence of displacement due to the development.
16. Provision of a contribution of £10,000 towards provision of on-street bays or other accessible transport initiatives.
17. Submission of a draft full Travel Plan for Council approval prior to occupation, and of a full Travel Plan for Council approval 6 months from first occupation of the development or phase.
18. Removal of eligibility for residents' car parking permits.
19. Payment of Council's fees in preparing and monitoring the S106.
20. Improved signage to school and wider Golden Lane Estate.
21. A programme for regular liaison with local residents.

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