



Community & Children's Services Committee

Date: MONDAY, 25 APRIL 2022

Time: ***4.30 pm*** **PLEASE NOTE THE START TIME**

Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL

PLEASE NOTE: MEMBERSHIP WILL BE CONFIRMED AT THE ANNUAL MEETING OF THE COURT OF COMMON COUNCIL ON 21 APRIL 2022

Enquiries: julie.mayer@cityoflondon.gov.uk

Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:

<https://youtu.be/Q5M3ENgUS2Y>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. **Please note:** Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website.

Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

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. ORDER OF THE COURT - TO FOLLOW

To receive the Order of the Court of Common Council, dated 21st April 2022.

For Information

4. ELECTION OF CHAIRMAN

Members are asked to elect a Chairman in accordance with Standing Order 29.

For Decision

5. ELECTION OF DEPUTY CHAIRMAN

Members are asked to elect a Deputy Chairman in accordance with Standing Order 30.

For Decision

6. APPOINTMENT OF TWO CO-OPTEES

To appoint two Parent Governors, as set out in the Order of the Court.

For Decision

7. APPOINTMENTS TO SUB COMMITTEES

Report of the Town Clerk.

For Decision
(Pages 7 - 20)

8. MINUTES

To approve the public minutes and non-public summary of the meeting held on 11 February 2022.

For Decision
(Pages 21 - 30)

9. OUTSTANDING ACTIONS

Members are asked to note the outstanding actions list.

For Information
(Pages 31 - 32)

10. PRESENTATIONS

For Information

- a) **The Role of the Department of Community and Children's Services**
- b) **Toynbee/City Advice**
- c) **Section 106 funding and how this is applied / calculated re: affordable housing**

11. ARTIZAN STREET LIBRARY TRANSFORMATION PROJECT
Report of the Director of Community and Children's Services.

For Information
(Pages 33 - 60)

12. UPDATES FROM THE DIRECTOR OF COMMUNITY AND CHILDREN'S SERVICES

For Information

- a) **Bridging Hotels**
- b) **Ukrainian Refugees**
- c) **Covid - Update from the Director of Public Health, City and Hackney**

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 approve the non-public minutes of the meeting held on 11th February 2022.

For Decision
(Pages 61 - 66)

17. **OUTSTANDING ACTIONS (NON-PUBLIC)**

Members are asked to note the non-public outstanding actions list.

For Information
(Pages 67 - 70)

18. **WINDOW REPLACEMENT AND COMMON PARTS REDECORATIONS:
HOLLOWAY ESTATE - GATEWAY 5 - AUTHORITY TO START WORK**

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

For Decision
(Pages 71 - 90)

19. **YORK WAY ESTATE COMMUNAL HEATING REPLACEMENT - GATEWAY 5 -
ISSUES REPORT**

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

For Decision
(Pages 91 - 100)

20. **REPORT OF ACTION TAKEN - NON-PUBLIC**

Report of the Town Clerk.

For Information
(Pages 101 - 106)

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

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

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Committee: Community & Children's Services Committee	Date: 25 th April 2022
Subject: Appointments to Sub Committees and Boards	Public
Report of: Town Clerk Report author: Julie Mayer	For Decision

Summary

The purpose of this report is to consider the appointment of the Community and Children's Services Committee's Sub Committees and approve their Composition and Terms of Reference.

Members are also asked to appoint to the Education Board, the Education Charity Sub Committee, and the Integrated Commissioning Board. **Full details and Terms of Reference are set out in Appendix A.**

Consideration will also need to be given to the appointment of Lead Members for the following portfolios: Adult and Children Safeguarding, Young People, Rough Sleeping and Homelessness and a Carers' Champion, **as set out in Appendix B.**

Recommendations, that: – consideration be given to the appointment, composition and Terms of Reference of the following Sub-Committees for the ensuing year: -

- a) Housing Management & Almshouses Sub Committee;
- b) Safeguarding Sub-Committee;
- c) Homelessness and Rough Sleeping Sub Committee;
- d) to appoint a Member to the Education Board – by convention this is the Chairman of the Community and Children's Services Committee;
- e) to appoint Lead Members to specific Portfolios; - i.e. as detailed in Appendix B; i.e. – Adult and Children Safeguarding, Young People, Homelessness and Rough Sleeping and a Carers' Champion;
- f) to appoint the Chairman and Deputy Chairman of the Community and Children's Services Committee and the Chairman of the Health and Wellbeing Board, along with 3 Deputies, to also serve on the Integrated Commissioning Board;

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- g) the Chairman or Deputy Chairman of the Community & Children's Services Committee be elected as Chairman of the Safer City Strategic Partnership Board, with the Chairman or Deputy Chairman of the Police Authority Board acting as Deputy Chairman.
 - h) If vacancies for the positions set out in (a) to (d) and (g) above are not filled from within the Membership of this Committee, then Members are asked to agreed to open them up to the wider Court of Common Council.

Main Report

- 1. The Composition and Terms of Reference of the Community & Children's Services Committee's Sub Committees are agreed annually, and full details are set out in Appendix A to this report. Members are also asked to appoint to the Education Board, Education Charity Sub Committee, the Safer City Partnership Strategy Board and the Integrated Commissioning Board. Consideration will also need to be given to the appointment of Lead Members for specific Portfolios, as set out in Appendix B.

Housing Management & Almshouses Sub-Committee

- 2. The Committee is requested to approve the Housing Management & Almshouses Sub Committee's Terms of Reference and appoint up to **10 Members** of the Community & Children's Services Committee.

Safeguarding Sub-Committee

- 3. The Committee is requested to approve the Safeguarding Sub Committee's Terms of Reference and appoint up to **8 Members** of the Community & Children's Services Committee.

Homelessness and Rough Sleeping Sub Committee

- 4. The Committee is requested to approve the Homelessness and Rough Sleeping Sub Committee's Terms of Reference, which state that the Membership is made up of **6 Members of the Community & Children's Services Committee and/or the Court of Common Council**. Details of nominations received will be advised at the meeting and Members will be asked to appoint both the Court and Community and Children's Services Members to this Sub Committee.

The Education Board

5. The Terms of Reference of the Education Board are included in Appendix A. The Committee is requested to appoint **1 Member** to the Board. By convention, this is the Chairman of the Community and Children's Services Committee

Integrated Commissioning Board

6. 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. The Committee are asked to appoint the **Chairman, Deputy Chairman, the Chairman of the Health and Wellbeing Board and 3 Deputies** to the Integrated Commissioning Board. The summary Terms of Reference are included in Appendix A and a full set are available for Members on request.

Safer Communities

7. In order to reflect a multi-agency approach to public protection, **the Chairman or Deputy Chairman of Community & Children's Services Committee shall also be elected as Chairman of the Safer City Strategic Partnership Board**, with the Chairman or Deputy Chairman of the Police Authority Board acting as Deputy Chairman. The Terms of Reference of the Board are included in Appendix A.

Appendices

- Committee's Sub Committees, and representatives on other bodies are considered at **Appendix A**
- Lead Members for specific Portfolios are considered at **Appendix B**

Contact:

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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 5 a year

THE COMMITTEE IS 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: 2-3 times a year

THE COMMITTEE IS ASKED TO APPOINT 8 MEMBERS.

HOMELESSNESS AND ROUGH SLEEPING SUB COMMITTEE

Constitution

- i. The Chairman & Deputy Chairman of the Community and Children's Services Committee;
- ii. Up to *six Members of the Community and Children's Services Committee and/or the Court of Common Council;
- iii. Two Members representing the Police Authority Board;
- iv. A representative of the City church; and
- v. Chairman of the Safer City Partnership or his/her representative

The **quorum** of the sub committee shall consist of any three Members of the Court of Common Council.

The Sub Committee will have the power to **co-opt up to two external members** outside of the Court of Common Council. These individuals will provide specialism and experience relevant to the subject matter.

Terms of Reference:

1. To give consideration to strategies and proposals to alleviate rough sleeping and homelessness in the City of London together with other associated activities.
2. To have an overview of government and regional policies on rough sleeping; and advise the Grand Committee of their impact on the City of London Corporation's Rough Sleeping and Homelessness Strategy and practice arrangements;
3. To have an overview of rough sleeping in the City of London;
4. To monitor new approaches to working with rough sleepers;
5. To monitor the financial implications in delivering a service to rough sleepers;
6. To be informed about the health and wellbeing of rough sleepers, what services are required and how they can be delivered;
7. To monitor the implications of any enforcement activities; and
8. To monitor the numbers of rough sleepers on the City streets.
9. To liaise with other local authorities and agencies working towards tackling homelessness and rough sleeping.
10. To make recommendations to the Grand Committee for decision.

Suggested frequency of meetings – 5 times a year

THE COMMITTEE IS ASKED TO APPOINT 3 Members – *depending on level of interest from Court Members

EDUCATION BOARD

Terms of Reference

- (a) To monitor and review the City of London Strategies for Education, Cultural and Creative Learning, and Skills and to oversee their implementation (including skills and work related learning, and cultural and creative learning) in consultation, where appropriate, with Policy and Resources Committee and the relevant Service 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 (including, where relevant, the City Corporation's commitment to ensuring education promotes healthy lifestyles); 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; post school learning providers, and cultural organisations but excluding Gresham College and any responsibilities of the Gresham (City Side) Committee;
- (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 manage of The City of London Corporation Combined Education Charity (registered charity no. 312836), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (e) To manage of the City Educational Trust Fund (registered charity no. 290840), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (f) To constitute Sub-Committees in order to consider particular items of business within the terms of reference of the Board, including: -

Education Charity Sub (Education Board) Committee*

- (g) 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;

- (h) To monitor the frameworks for effective accountability, challenge and support in the City Family of Schools**;
- (i) 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;
- (j) Assist with promotion of skills training and education-business link activities in line with the City of London Corporation's Skills Strategy.

* The constitution of The Education Charity Sub-Committee is set by the Court of Common Council and comprises four Members appointed by the Education Board and four Members appointed by the Community and Children's Services Committee.

**The expression "the City Family of Schools" means those schools for which the City has either direct responsibility as proprietor, sponsor or local authority, or historic links. These include but are not restricted to: the Aldgate Primary School, the City of London School, the City of London School for Girls, the City of London Freeman's School, and the academies managed by the City of London Academies Trust.

Suggested frequency of meetings: a minimum of 6 a year

THE COMMITTEE IS ASKED TO APPOINT 1 MEMBER. By convention this is generally the Chairman of the Community and Children's Services Committee

INTEGRATED COMMISSIONING SUB-COMMITTEE

Constitution

1. 3 Members and three Deputies 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 Board but not in an ex-officio role.*
2. The Chairman of the Health and Wellbeing Board.

Quorum

Any three Members.

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.

To act as the Local Outbreak Board to provide governance over local responses to outbreaks of the Co-vid 19 virus.

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 IS ASKED TO APPOINT 3 FULL MEMBERS and THREE DEPUTIES.

Safer City Partnership Strategy Board Terms of Reference 2022

Purpose

Our vision is that the Square Mile is a safe place for people to live, learn, work and visit.

Who we are

The Safer City Partnership (SCP) brings together statutory and non-statutory agencies that have a role in keeping the Square Mile safe. Membership is listed below.

The SCP was established in response to the duties placed on local authorities, the police and other partners by the Crime and Disorder Act 1998. It also works to meet the expectations outlined within the Police and Justice Act 2006, Policing and Crime Act 2009, and subsequent Home Office regulations.

The SCP has a number of key statutory responsibilities including:

- Providing strategic leadership for community safety partnership activity within the City
- Bringing together the authorities responsible for crime and disorder strategies within the City to enable them to act in co-operation in undertaking their functions, with provisions in place for the sharing of information
- Undertake a strategic assessment of crime and anti-social behaviour within the City
- Consult with our communities to identify their concerns relating to crime and Anti-Social Behaviour (ASB), in order to inform our strategic plan and priorities
- Agree the focus and priorities for the SCP strategy and ensure that the three-year Partnership Strategy and annual delivery plan is agreed and implemented, and that agreed targets are met
- Monitor and evaluate these strategies
- To publish the partnership plan
- To oversee the function of the established sub-groups carrying out work towards the delivery plan
- To ensure an evidence-led and problem-solving approach is used within the SCP
- To ensure that expenditure of SCP funds is effectively monitored and efficiently managed

THE COMMITTEE IS ASKED TO APPOINT THE CHAIRMAN OR DEPUTY CHAIRMAN (OF THE COMMUNITY AND CHILDREN'S SERVICES COMMITTEE) TO SERVE AS CHAIRMAN OF THE SCP

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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.

Portfolios	Role
Children Safeguarding Lead Member The Chairman & 1 Member of the Safeguarding Sub Committee THE COMMITTEE IS ASKED TO APPOINT 1 MEMBER OF THE SAFEGUARDING SUB COMMITTEE	<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"> 1. The City and Hackney Safeguarding Board 2. Statutory meetings with the Director of Children's Services 3. Statutory meetings with OFSTED 4. Statutory meetings with Children in Care Council 5. Be a member of the Safeguarding Sub Committee. <p>The Lead Members will receive regular updates on key areas of Children's' Safeguarding and will have involvement in relevant commissioning areas.</p>
Adult Safeguarding 2 Members of the Safeguarding Sub Committee. THE COMMITTEE IS ASKED TO APPOINT TWO MEMBERS OF THE	<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"> 1. Attend the quarterly City and Hackney Adult safeguarding board. 2. Attend the quarterly Adult Advisory Board 3. Attend the Homelessness and Rough Sleeping Sub Committee

SAFEGUARDING SUB COMMITTEE.	<p>4. Attend statutory meetings with CQC</p> <p>5. One Member to be part of the safeguarding subcommittee.</p> <p>The Lead Members will receive regular updates on key areas of Adult Safeguarding and will have involvement in relevant commissioning areas.</p>
<p>Young People 1 Member THE COMMITTEE IS ASKED TO APPOINT <u>ONE</u> MEMBER OF THE GRAND COMMITTEE.</p>	<p>The nominated Lead Member for young people is charged with championing universal needs of young people living, studying or working in the City. The Lead Member will support cross Corporation working and have involvement in relevant services for young people, such as;</p> <ol style="list-style-type: none"> 1. Universal youth provision in the square mile 2. City Youth Forum 3. Apprenticeship, work experience, volunteering opportunities and Culture Mile learning, within the Terms of Reference of the Community and Children's Services Committee.
<p>Rough Sleeping and Homelessness 1 Member THE COMMITTEE IS ASKED TO APPOINT <u>1</u> MEMBER OF THE GRAND COMMITTEE.</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 Homelessness and Rough Sleeping Sub Committee.</p>
<p>A Carers Champion (NEW) THE COMMITTEE IS ASKED TO APPOINT <u>1</u> MEMBER OF THE GRAND COMMITTEE.</p>	<p>In accordance with the recommendation of the Covid Working Party, convened between November 2020 and March 2021, to act as a point of contact for the City's carers.</p>

COMMUNITY & CHILDREN'S SERVICES COMMITTEE Friday, 11 February 2022

Minutes of the meeting held at 1.45 pm

Members:

Ruby Sayed (Chair)
Randall Anderson (Deputy Chair)
Matthew Bell
Peter Bennett
Deputy Keith Bottomley
Mary Durcan
Helen Fentimen
John Fletcher
Marianne Fredericks
Graeme Harrower

Christopher Hayward
Deputy Jamie Ingham Clark
Alderman Gregory Jones QC
Deputy Henry Jones
Deputy Catherine McGuinness
Susan Pearson
William Pimlott
Jason Pritchard

Officers:

Andrew Carter	- Director of Community and Children's Services
Simon Cribbens	- Community and Children's Services
Paul Murtagh	- Community and Children's Services
Chris Pelham	- Community and Children's Services
Liam Gillespie	- Community and Children's Services
Jason Hayes	- Community and Children's Services
Nicholas Sommerville	- City Surveyors
Edwin Birch	- City Surveyors
Julie Fittock	- City Surveyors
Mark Jarvis	- Chamberlains
Julie Mayer	- Town Clerks

1. APOLOGIES

Apologies were received from Munsur Ali, Rehana Ameer, Caroline Haines, Rev. Stephen Haines, Alderman Alastair King, Alderman Bronek Masojada, Elizabeth Rogula, Sir Michael Snyder, Mark Wheatley and Dawn Wright.

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

Susan Pearson declared an interest in respect of agenda Item 10 – Fire Door Replacement Programme - by virtue of being a leaseholder on the Golden Lane Estate. Ms Pearson would be speaking but not voting on this report.

3. MINUTES

RESOLVED, that – the public minutes and non-public summary of the meeting held on 17th December 2021 be approved.

4. OUTSTANDING ACTIONS

The Committee received the Outstanding Actions list.

5. **DRAFT RESOLUTION FROM THE HOUSING MANAGEMENT AND ALMSHOUSES SUB COMMITTEE**

Before opening a discussion on this matter, the Chair made some observations and suggest a way forward. Members were reminded that the draft Resolution on the agenda, from the Housing Management and Almshouses Committee of 14th January 2022 to the Planning and Transportation and Policy and Resources Committees, referred to discussions and decisions taken at other committees, following members' consideration of officer reports, recommendations and debate.

The Chair was concerned about an emerging culture which was attempting to circumvent decisions taken by Committees, by raising them at other Committees; thereby undermining the democratic process. Furthermore, the matter had been raised as an 'Item of Other Business' at the Housing Management and Almshouses Sub Committee, without notice, and the aftermath had taken up a disproportionate amount of Officer and Member time.

In terms of proposing a way forward, the Chair suggested that the Community and Children's Services Committee should receive a report and presentation at their next meeting on 25th April 2022. Members would then be able to debate the impact of Section 106 funding on the Housing Revenue Account (HRA) and take an informed decision as to whether or not it would be appropriate to send a Resolution to another Grand Committee or Committees. The relevant Planning Officer would also be invited to answer questions about the Minorities development. The Chair of the Policy and Resources Committee, also a Member of this Committee, supported the suggestion.

The Chair of the Housing Management and Almshouses Sub Committee (HMASC) thanked the Chair (of Community and Children's Services Committee; i.e. – the Grand Committee) for her support in this matter. The Chair (of HMASC) was concerned that this situation might discourage other Members from chairing committees and, whilst everyone had a right to express and debate alternative views, it should be done courteously, at the right time and in the right forum.

The Member who proposed the Resolution felt that, given the Local Plan is currently being reviewed, a wider discussion about housing requirements would be timely, and had not envisaged the Resolution being contentious. The Member also welcomed the Chair's suggestion for a report and presentation at the April Committee.

During comments and questions from other Members, the following points were noted:

1. It was suggested that there had not been a breach of the process, which was in place to serve Members in representing their constituents and delivering to our communities.
2. A Resolution is the democratic will of the Committee, not of one Member.

3. The draft minutes stated the matter was outside the Sub Committee and Grand Committees' Terms of Reference, although the Resolution sought a wider discussion and not to change policy.
4. There had been a very long debate at the Planning and Transportation Committee on this matter, ahead of a decision being taken, within its Terms of Reference.
5. Members were reminded that the Court of Common Council provides a regular forum for Members to ask questions and express views on any matter.
6. One solution might have been for the Chairs of the HMASc and the Grand Committee to meet with the Chair of the Local Plans Sub Committee, to share Members' views on delivering housing and how it could be represented in planning policy. It should also be a given that the HMASc is a stakeholder in this process.
7. The Deputy Chair of the HMASc felt that a meeting between the Chair and Deputy Chair (of the HMASc) would not represent the views of all Members, particularly those who had not been able to attend. However, given the circumstances, now regretted the suggestion to take a Resolution to the Planning and Transportation and Policy and Resources Committees.
8. It would be helpful to review the HMASc's Terms of Reference and for Members to have more clarity on the City's housing targets. Members noted that there are currently no firm proposals in respect of a dedicated Housing Committee at the City of London Corporation.
9. Members are generally frustrated that not enough housing is being built and felt that this matter should not fall outside of the HMASc's Terms of Reference. There are a lot of constituents in overcrowded housing and disappointment was expressed in that the City Corporation missed an opportunity to obtain 27 units.
10. This matter could have been dealt with more effectively and efficiently if notice had been given to the Chair of the HMASc ahead of the meeting.
11. April is a good time for the Grand Committee to receive a report and presentation, as it fits with the Local Plan schedule and a call for housing sites in May this year.
12. The work of other Grand Committees; i.e., the Markets Consolidation Project, will free up land and present further housing opportunities.

In concluding, the Chair thanked Members for their contributions, and it was RESOLVED, that – the Community and Children's Services Committee receive a full report and presentation at its meeting on 25 April 2021, addressing the issues raised today, and covering Section 106 Funding and the Minorities

development, in order to facilitate an informed debate on general housing matters and a possible Resolution to the relevant Grand Committee(s).

6. COVID UPDATE

The Deputy Director of Public Health was heard and provided the following update:

1. Infections amongst City residents were stabilising following a rapid increase in December 2021, with 77 cases in the City in the week up to 2nd February 2022. There had been outbreaks in workplaces and entertainment venues but track and trace was focussing on areas with vulnerable residents, such as care homes. Whilst we are in a better position than last year, and Omicron is a more benign infection, rates are plateauing at a fairly high level. Hospital infection levels were down, with 75 beds currently occupied in Homerton and 4-7 patients a week requiring mechanical ventilation.
2. There are currently 5,300 residents fully vaccinated in the City, with 7,000 having received a 2nd vaccine and just over 8,200 having received their first. Portsoken had a lower uptake initially, due to the lack of a convenient vaccination centre, but this was addressed in December, leading to a 20% increase in uptake of first vaccines.
3. There will be a pop-up vaccination centre on 17-19th February in Mansell Street Car Park, with more are planned at Liverpool Street. The Boots Vaccination Centre on Fleet Street will remain open.
4. The Government is expected to bring forward plans for the next stage of the Covid response in the week commencing 21st February and, if they continue on a downward trend, then a number of self-isolation requirements are likely to end.

7. APPOINTMENTS TO THE HOUSING MANAGEMENT AND ALMSHOUSES AND SAFEGUARDING SUB COMMITTEES FROM THE WIDER COURT OF COMMON COUNCIL

Members considered a report of the Town Clerk in respect of appointments to the Housing Management and Almshouses and Safeguarding Sub Committees, from the wider Court of Common Council.

Members felt that it would be timely to delay this matter until after the Common Council Elections, and the first meeting of the Committee after the Annual Meeting of the Court of Common Council in April 2022, noting that the Housing Management and Almshouses and Safeguarding Sub Committees are not scheduled to meet again until May 2022.

RESOLVED, that – if any vacancies on the Community and Children’s Services Committee’s Sub Committees are not filled by Members of the Grand Committee, then they will be opened up to the wider Court of Common Council.

NB. The first meeting of the Community and Children’s Services Committee after the Annual Meeting of the Court of Common Council, in April 2022, appoints to its various sub committees and approves its Terms of Reference.

8. COMMUNITY & CHILDREN'S SERVICES REVENUE OUTTURN FORECAST AS AT QUARTER 3 2021/22

The Committee considered a joint report of the Chamberlain and Director of Community and Children's Services setting out the Quarter 3 estimated outturn for the Community & Children's Services Committee budget (excluding the ring-fenced Housing Revenue Account) for the year 2021/22. The report also provided an update on progress with the Fundamental Review (FR) and Target Operating Model (TOM) savings in the year.

Members noted that, whilst officers had been working pro-actively with the Home Office to expedite asylum applications; thereby enabling young people to receive their benefit entitlements, this is beyond the City of London Corporation remit and needs to be addressed by central government.

RESOLVED, that – the report be noted.

9. DRAFT DEPARTMENT OF COMMUNITY AND CHILDREN'S SERVICES BUSINESS PLAN FOR 2022/23

The Committee received a report of the Director of Community and Children's Services, which presented the Business Plan for 2022/23 for approval.

In response to a question about housing delivery targets, the Assistant Director explained that these are scheduled over a number of years, but will identify if any are due to complete in the 2022/23 business plan period. The Director reminded Members that the Committee receives regular reports on the Housing Delivery Plan, which reports progress on social and affordable housing delivery.

RESOLVED, that:

- i) The factors taken into consideration in compiling the DCCS Business Plan be noted.
- ii) The DCCS Business Plan for 2022/23 (or the elements therein that fall within this Committee's terms of reference) be approved, subject to the incorporation of any changes sought by this Committee.

10. FIRE DOOR REPLACEMENT PROGRAMME: GATEWAY 4 - ISSUE REPORT

The Committee considered a report of the Director of Community and Children's Services, which proposed a programme of works to replace all front entrance doors (including any associated panel surrounds and fanlight windows) within City of London housing managed residential blocks of flats, excluding those covered by existing programmes.

Officers fully understood the need to expedite these works, both in terms of the fire safety implications and the risk of rising construction costs. Members noted that a new Project Manager had been appointed to manage the windows and

fire safety programme and another appointment was imminent to support further projects in the capital works programme.

RESOLVED, that:

1. The revised project timelines, following delay to the programme due to Covid-19 and design compliance issues, be noted.
2. The total estimated cost of the project at £8,983,214 (excluding risk), (£9,100,000 including risk) be noted.
3. Option 1 in the report be approved; i.e. - the procurement of the remaining Lots will be undertaken via the Hyde Fire Safety Framework by means of their direct award mechanism to the top ranked supplier, Gerda Security Products Ltd, subject to tendered costs being within previously approved estimates.

11. AVONDALE SQUARE ESTATE - EMERGENCY AND COMMUNAL LIGHTING: GATEWAY 6 - OUTCOME REPORT

The Committee considered a report of the Director of Community and Children's Services in respect of emergency lighting at Avondale Square estate, which was non-compliant, and a number of luminaires were either not working or constantly lit with no control. The works improved the economy and energy efficiency of the communal lighting across Avondale Estate.

RESOLVED, that - the contents of this report and the lessons learnt be noted and the project be formally closed.

12. REVIEW OF THE HOUSING ALLOCATIONS SCHEME 2017

The Committee considered a report of the Director of Community and Children's Services in respect of the requirement on local housing authorities, under Section 166A of the Housing Act 1996, to have a scheme for allocating housing accommodation. Members noted that the City Corporation's Housing Allocations Scheme was comprehensively rewritten in 2017 and implemented following extensive consultation with relevant stakeholders. The scheme has now been refreshed, with some minor changes, to ensure that it remains as up to date as possible. In response to a question, officers agreed to investigate why income thresholds used the National Living Wage and not the London Living Wage (LLW).

RESOLVED, that – the Housing Allocations Scheme be approved.

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

The following 2 questions were put:

"When will the Green Box be removed from the Guinness Estate. I hope this is soon as Guinness are about to undertake the huge task of installing fire

suppressant sprinklers in all the flats and the space is sorely needed for parking contractors' vehicles."

Officers had contacted the Guinness Trust (without prejudice) in respect of a financial settlement, which is common at the end of a lease period. This would enable Guinness to undertake restoration and removal of the Green Box and release the Department from the procurement and project management costs. Initial indications were that the Guinness Trust would like the site to be restored for parking. Members noted that a meeting was scheduled for 16th February 2022, after which officers would update the Chair, Deputy Chair and Ward Members. The Member who put the question offered support, if required.

"In respect of the water charges refund, what will the requirements be for tenants in residence between 2001 and 2005, to enable them to receive their refund, and how do officers plan to deal with requests for monetary refunds, particularly from residents on housing benefits. Currently, the web site only contains the press release and when will there be more information"?

Officers had produced a letter to all tenants; due to go out the following week, together with a fact sheet explaining how current and former tenants can claim. In the absence of records by Thames Water and the City Corporation from this time, if tenants are able to provide evidence of paying charges between 2001 and 2005, then they will be included in the refund process. However, if they have proof of tenancy, with no possibility of them having paid for their water by alternative means, then they too would be refunded. However, this might be more complex in the case of deceased former tenants.

The web site was being updated to include the fact sheet. In terms of those tenants in receipt of Housing Benefit and Universal Credit, as has been the case with other local authorities, any debts would be cleared first from the refunds, and current tenants would be offered a credit against their rent. If they preferred a cash payment, then this would be provided in the same way as for previous tenants.

Members were reminded that the previous report on this matter had included evidence gathered from other local authorities, which had demonstrated different approaches. A Members suggested that, had the refund been paid from 2001, then the process would have been far less complex.

14. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Director advised that Members are able to raise any points in the information-only reports at Committee, with notice. As requested by Members, there had been an extensive discussion at the Safeguarding Sub Committee about the provisions for young people. The information-only finance report had been included in the main agenda pack, also in response to Members' requests.

15. EXCLUSION OF THE PUBLIC

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds

that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Item No	Para No
17-26	3

16. **NON-PUBLIC MINUTES**

RESOLVED, that – the non-public minutes of the meeting held on 17th December 2021 be approved.

17. **OUTSTANDING ACTIONS (NON-PUBLIC ITEMS)**

Members received the non-public outstanding actions list.

18. **SUMNER BUILDINGS & AVONDALE SQUARE ESTATE**

Members considered and approved a joint report of the Director of Community and Children's Services and the City Surveyor.

19. **ASSESSMENT CENTRE FOR ROUGH SLEEPERS: GATEWAY 4 - ISSUE REPORT**

Members considered and approved a report of the Director of Community and Children's Services.

20. **SYDENHAM HILL WINDOW REPLACEMENT AND COMMON PARTS REDECORATIONS: GATEWAY 5 - AUTHORITY TO START WORK**

Members considered and approved a report of the Director of Community and Children's Services.

21. **YORK WAY ESTATE PROVISION OF SOCIAL HOUSING: GATEWAY 5 - AUTHORITY TO START WORK**

Members considered and approved a report of the Director of Community and Children's Services.

22. **MIDDLESEX STREET FLAT CONVERSIONS PROJECT: GATEWAY 6 - OUTCOME REPORT**

Members considered and approved a report of the Director of Community and Children's Services.

23. **SYDENHAM HILL REDEVELOPMENT, LEWISHAM, SE26 6ND - DELEGATED AUTHORITY REQUEST**

Members considered and approved a report of the City Surveyor

24. **REPORT OF ACTION TAKEN: AFGHAN RESETTLEMENT PROGRAMME**

Members received a report of the Town Clerk, and the Director of Community and Children's Services provided a verbal update.

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

There were no questions.

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

There were no items.

The meeting ended at 3.15 pm

Chairman

Contact Officer:
julie.mayer@cityoflondon.gov.uk

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DCCS Committee Outstanding Action Tracker - Public - February

Date added	Title	Action	Responsible Officer and target date	Comments/ Update
11/02/2022	5.DRAFT RESOLUTION FROM THE HOUSING MANAGEMENT AND ALMSHOUSES SUB COMMITTEE	The Chair suggested that the Community and Children's Services Committee should receive a report and presentation at their next meeting on 25th April 2022. Members would then be able to debate the impact of Section 106 funding on the Housing Revenue Account (HRA) and take an informed decision as to whether or not it would be appropriate to send a Resolution to another Grand Committee or Committees. The relevant Planning Officer would also be invited to answer questions about the Minorities development.	Assistant Director, Housing & Barbican	On Agenda for 25.4.22
11/02/2022	9.DRAFT DEPARTMENT OF COMMUNITY AND CHILDREN'S SERVICES BUSINESS PLAN FOR 2022/23	In response to a question about housing delivery targets, the Assistant Director explained that these are scheduled over a number of years, but will identify if any are due to complete in the 2022/23 business plan period.	Head of Strategy and Performance	

11/02/2022	12.REVIEW OF THE HOUSING ALLOCATIONS SCHEME 2017	In response to a question, officers agreed to investigate why income thresholds used the National Living Wage and not the London Living Wage (LLW).	<i>Head of Housing Management</i>	Officers are considering this action further
11/02/2022	13.QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE	<p>Guinness to undertake restoration and removal of the Green Box</p> <p>Members noted that a meeting was scheduled for 16th February 2022, after which officers would update the Chair, Deputy Chair and Ward Members. The Member who put the question offered support, if required.</p>	<i>Assistant Director, Commissioning & Partnerships</i>	Discussions are on-going with a neighbouring authority that wishes to relocate the structure. If successful this will greatly reduce the cost to the Department. A second visit by that authority took place on 08.04.2022. They agreed to revert with a firm commitment and timeline once they had dealt with the financial year end.Guinness have provided a schedule of dilapidations in relation to the restoration of the site, which will form the basis of a final settlement with them

Committees:	Dated:
Community and Children's Services – For Information Culture, Heritage and Libraries – For Information	25/04/2022 16/05/2022
Subject: Artizan Street Library Transformation Project	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1,2,3,4,8,9,10,12
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	Grant funding
Has this Funding Source been agreed with the Chamberlain's Department?	Y
Report of: Andrew Carter, Director of Community and Children's Services	For Information
Report author: Rachel Levy, Development Manager, Barbican and Community Libraries	

Summary

Barbican and Community Libraries has been awarded a £226,575 grant through Arts Council England's Libraries Improvement Fund (LIF). It is one of only three library services in London and 25 library services nationally to have had a successful bid. The grant will fund improvement works to Artizan Street Library and Community Centre. The library space will be opened up to create a brighter, more vibrant and welcoming library and incorporate a community 'makerspace' with digital technology such as 3D printing and computerised sewing machines.

The bid was developed following consultation to explore barriers to library use with residents from the Middlesex and Mansell Street estates. The lack of current opportunities for communities in Central London to easily access digital creative technologies was also taken into consideration.

The refurbishment work is expected to commence in July 2022 and to last for approximately five months. There will be library provision throughout the majority of the project and access to the Estate team will not be affected.

Partnerships are being sought with the Adult Education service and local fashion colleges to develop the range of activities offered. There will also be the opportunity for people to share their skills within the local community through volunteering.

The expected benefits of this transformation project to local people and other users are:

- increased confidence in using digital creative technologies
- greater opportunities for developing digital and creative skills

- increased employability for local people
- increased participation and connection within the local community
- a greater satisfaction with their local library.

Recommendation

Members are asked to:

- Note the report.

Main Report

Background

1. The City of London has a statutory duty to provide “a comprehensive and efficient library service for all persons desiring to make use thereof” (Public Libraries and Museums Act 1964). When Camomile Street Library closed in 2011 for site redevelopment, the original plan was to move the library for the duration of the work. However, a number of factors made this option unviable. Instead, the library was co-located with the Estate Office in a new build under the Middlesex Street Estate and renamed Artizan Street Library and Community Centre. There was a very limited budget for the library development and the work had to be done quickly. It was opened by the Lord Mayor in December 2012.
2. The existing building has very little natural light and most of the library forms a narrow L-shape and is hidden from view. The ceiling is low, with poor quality strip lighting hanging from it, and the carpet and flooring are grey. The front of the library has an open space with comfortable seating and a quick choice display, but just beyond that is a disused IT suite, which dominates the space prior to the main library area. The combination of these factors gives the library an oppressive and unwelcoming feel.
3. Artizan Street Library and Community Centre is a key community resource for the Portsoken ward. It has an excellent provision of books, DVDs and CDs, free public-use computers and WiFi, and hosts popular events and activities for families and adults. The hireable community rooms provide activities and events for local residents and city workers, and are free for residents to hire for any (non-profit) activity that engages other local residents. The library staff at Artizan Street also provide valuable frontline housing services, responding to Middlesex Street residents’ enquiries about repairs, car parking, payments and many other day-to-day housing needs.
4. However, Barbican and Community Libraries’ senior management team has been aware that there are still some barriers preventing local people from engaging with library services. This is particularly true of those from the Bengali and South American communities. In April 2021, therefore, a focus group consultation with residents from both the Middlesex Street and Mansell Street estates was held to explore these barriers to use and listen to what the

community want from their local library. The strong messages from the residents were that the library currently feels unwelcoming, particularly for people for whom English is a second language, and that they need space to study and work, and support to learn new skills.

5. Alongside the community engagement work with Portsoken residents, the senior management team had been scoping the potential for a 'makerspace' in one of the lending libraries. 'Makerspaces' are community hubs that democratise access to the new technologies, allowing anyone to learn to use equipment like 3D printers and computerised sewing machines. They are places where local people gather to develop their creative and digital skills, collaborate and network. Nationally there is a growing movement to incorporate makerspaces within libraries, making them accessible to all. However, there are currently only two makerspaces in libraries in Greater London and no provision in libraries in Central London.
6. In May 2021, Arts Council England invited expressions of interest for an LIF grant, which is part of a new Department for Digital, Culture, Media & Sport (DCMS) funded programme. The LIF aims to "enable library services across England to invest in a range of projects to upgrade buildings and technology so they are better placed to respond to the changing ways people are using them". This was recognised as a unique opportunity to redevelop Artizan Street Library to better meet the social and economic mobility needs of the local community and to build on the previous exploratory work around the creation of a makerspace in the City's lending libraries.
7. In September 2021, following a successful Expression of Interest round and a considerable amount of work to cost the proposed changes, Barbican and Community Libraries submitted a bid for £226,575 to Arts Council England for the LIF. The aim of the bid was to transform Artizan Street Library into a bright, welcoming, vibrant, modern, well-designed space which can act as a hub for residents and local small businesses to develop new ideas, new skills and new connections in order to enable local people to 'level up' and increase their life chances and mental wellbeing.
8. An architect and a library designer were commissioned to draft plans for the bid. The brief for the design was to open up the space to make it more vibrant and welcoming and incorporating a makerspace – see Appendix 1. This is based on similar library makerspace developments – such as in Redbridge and Gateshead libraries – but the design also reflects the unique textiles heritage of Middlesex Street and the surrounding area, particularly the Huguenot artisans who settled there. The design is also flexible enough to allow the area to be used for other activities when the makerspace equipment is not in use, such as a study area or work space.
9. Other partners, including the City of London's Adult Education service and local fashion colleges, were also approached to explore the potential for future partnership working if the bid was successful. This would include students volunteering in the makerspace to share skills with local people, and tutors running workshops on craft and computer skills.

Current Position

10. On 12 March 2022, it was announced that the City of London's Barbican and Community Libraries was one of only 25 library services nationally and one of only three library services in London to receive funding through the LIF. This grant is for the full requested amount of £226,575.
11. The £226,575 will fund the following:
 - Removal of two walls within the library to open up the space
 - New, bright and attractive flooring throughout
 - A new children's library space with colourful shelving and furniture
 - Improved lighting to make the library brighter
 - Improved public computing facilities, including more flexibility for the public to bring in their own devices
 - A new shelving design to ensure that the stock is visible and well used
 - The creation of flexible maker/learning/work space
 - Equipment for makerspace activities, including a 3D printer, laptops and computerised sewing machines
 - The installation of an electronic access system for out-of-hours use by tutors and community groups.
12. As the library is located in a housing estate, the project is being led by the Barbican and Community Libraries team, supported by the Barbican and Property team.
13. Prior to the commencement of any building work, a full public consultation will be held to engage local people with the project. They will be invited to collaborate on the design and within the parameters of the funding to give "greater access to technology, both basic IT provision and also to new technologies and the development of new IT skills", they will also be involved in the creation of the makerspace.

Proposals

14. It is envisaged that the work will commence in July 2022 and take approximately five months to complete. To minimise the impact on library users, the work will be carried out in two phases. During the first phase, which is expected to last four months, there will be no access to the main area of the library. A temporary library service will be set up in the ground floor multi-hall, with access through the main library entrance. Access to the Estate office will be unaffected.
15. The second phase will last approximately six weeks. The main library area will be accessible to the public while the reception area is closed for refurbishment. The Estate team will temporarily relocate to the library office. A brief period of closure at the end of this time, approximately one week, may be required to complete the work to the reception area in front of the entrance doors. The upstairs of the building will still be accessible, including the Main Hall and the office.

16. The Artizan Street Library and Community Centre staff will receive training in how to facilitate all the makerspace equipment supplied. There will also be volunteering opportunities for the local community and students from nearby fashion and textiles courses to help facilitate the space. An apprenticeship option will also be explored.
17. It is expected that people in the local communities, residents and workers, will be able to take part in makerspace activities in a number of ways: as an individual using the equipment for hobbies or personal business development; taking part in community group sessions; and/or by participating in workshops and classes run by the Adult Education service. It is anticipated that there will be no cost for the majority of activities, except the cost of materials used, such as 3D printing filament. There will also be the opportunity for private hire of the makerspace for people wanting to run their own workshops, particularly outside of library opening hours.

Key Data

18. Arts Council England has commissioned an external research consultancy to evaluate all its LIF projects. This is expected to measure increases in the following outputs:

- number of visits
- number of visits by users for whom English is a second language
- book issues
- IT use
- participation in learning activities
- number of partnerships.

19. The aim is to achieve higher level outcomes in:

- customer satisfaction
- ratings for the role of libraries
- participation in learning activities
- employment skills for users
- digital creative skills for users
- partner collaborations.

Corporate & Strategic Implications

20. The redesign of Artizan Street Library is aligned to the three core aims of the City of London's Corporate Plan (2018–23) which are also reflected in the Barbican and Community Libraries' Strategy (2021–23):

a) Contribute to a Flourishing Society

- "People have equal opportunities to enrich their lives and reach their full potential" – through access to lifelong learning and resources to

support skills development, social and digital inclusion and social mobility.

- “Communities are cohesive and have the facilities they need” – making our libraries friendly, welcoming spaces with trained staff, and well equipped for the needs of all our communities.

b) Shape outstanding environments

- “Businesses are trusted and socially and environmentally responsible” – through giving local residents and businesses volunteering opportunities and also through supporting better environmental practices in the local community, such as making and mending their own clothes.

c) Support a thriving economy

- “We are digitally and physically well-connected and responsive” – giving access to good quality IT resources and new technologies.
- “We inspire enterprise, excellence, creativity and collaboration” – through encouraging local people to gain new skills and share them with others in their community.

20. Financial Implications

The Chamberlain has confirmed that the £226,575 capital grant will enable key works to take place at the library and community centre. This will lead to an increase in visitors and issues and in turn should see an increase in income for the library to help meet its income targets. As the works are fully funded by the grant, there is no impact on local risk budgets, save for costs of materials used, such as 3D printing filament.

21. There are no other strategic implications directly related to this report.

- Resource implications – N/A
- Legal implications – N/A
- Risk implications – N/A
- Equalities implications – a Test of Relevance has been carried out and the conclusion is that a full Equality Analysis is not required.
- Climate implications – N/A
- Security implications – N/A

Conclusion

22. The £226,575 grant from Arts Council England will ensure that the Artizan Street Library and Community Centre is transformed into a bright, welcoming, vibrant, modern, well-designed space, which will act as a hub for local residents and local small businesses to develop new ideas, new skills and new connections.

23. The flexible design of both the library and the maker/work/study provision will ensure that the Artizan Street Library is ready to adapt to evolving patterns of use and remain modern and relevant.

24. There will also be a greater opportunity to increase partnership working across the local area, enhancing the offer to library users. This will attract new customers to the library, increasing the number of visits, particularly from people for whom English is a second language.

25. There will be a greater opportunity for people to develop digital creative skills, both for leisure and for employment. People will be able to share these skills within a local community that has always welcomed creativity and been an important area for people who want to be socially mobile, develop new skills and form a strong sense of local identity and togetherness.

Appendices

- Appendix 1 – Artizan Street design and specifications.

Rachel Levy

Development Manager

Barbican and Community Libraries

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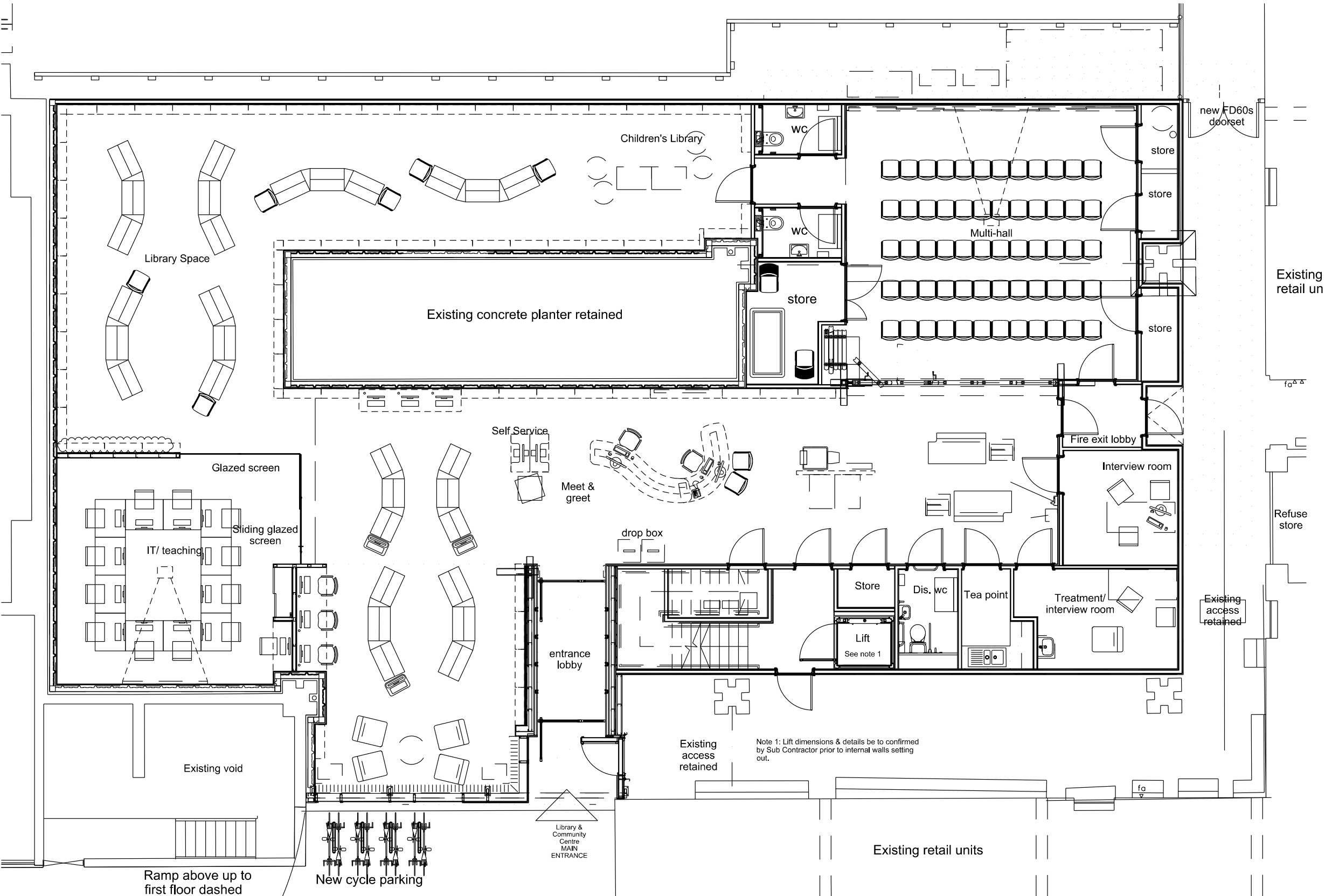
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ARTIZAN STREET LIBRARY ARTS COUNCIL BID

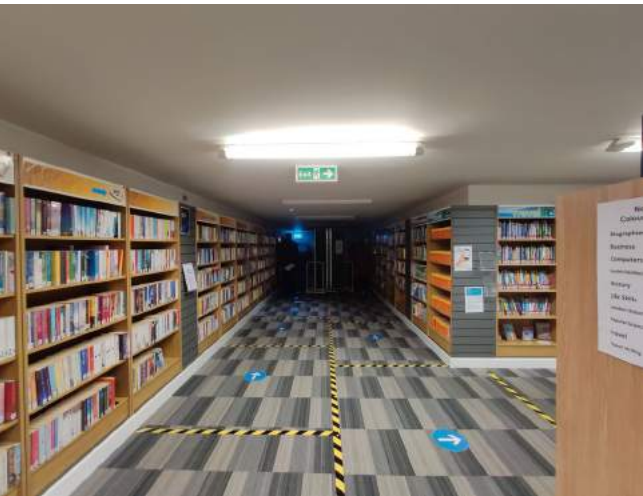
September 2021

EXISTING PLAN

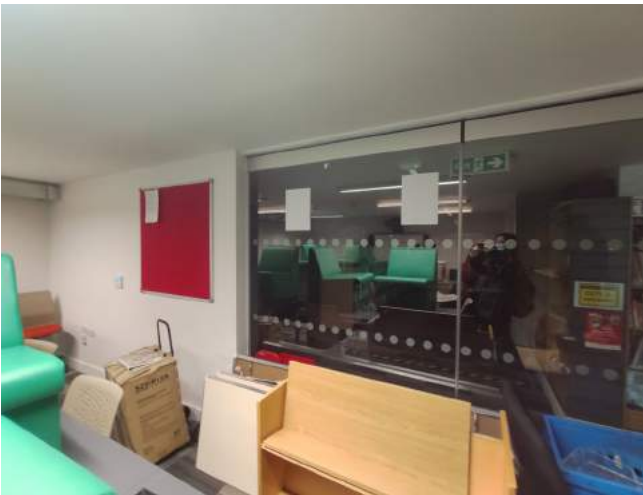
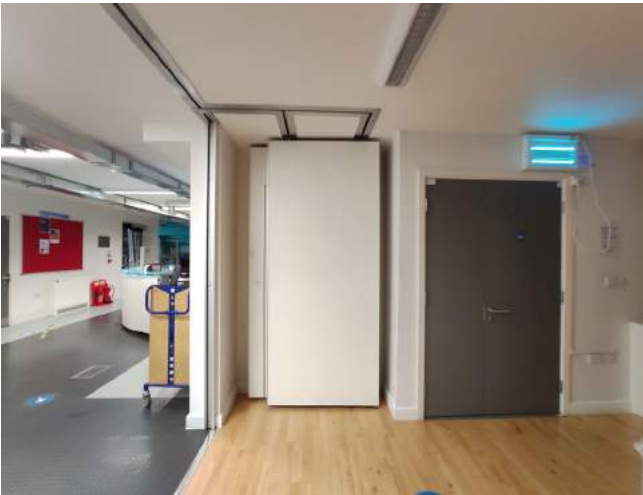


NOT TO SCALE

EXISTING PHOTOS

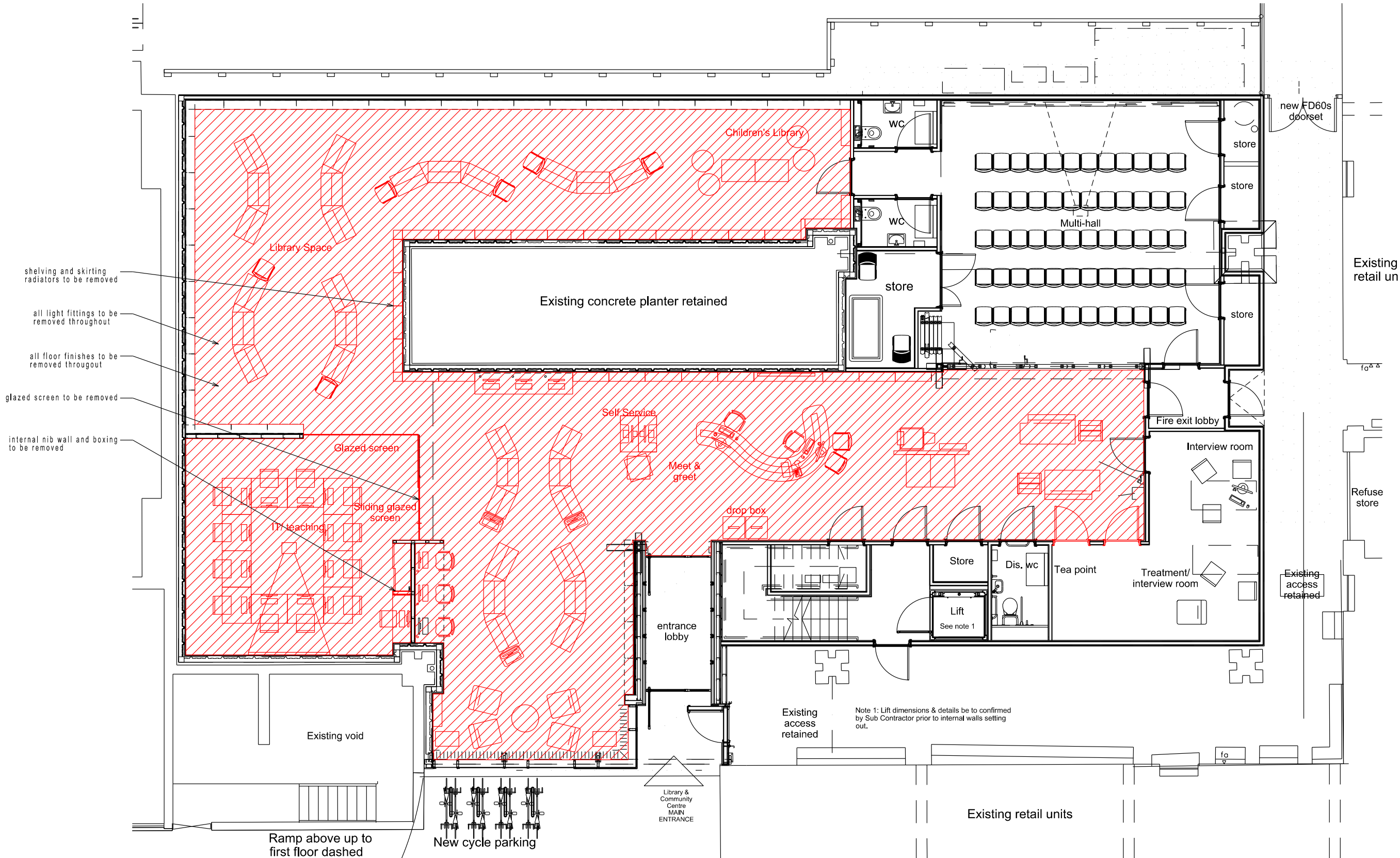


The existing library is situated over the lower two storeys beneath the Middlesex Estate in the City of London. This bid proposal deals only with the library space, which is situated on the ground floor. The existing library suffers from low ceilings and a lack of daylight. In addition, there is no consistency in the flooring finishes or light fittings, which creates a fragmented and dour interior.



DEMOLITION PLAN

Page 44



NOT TO SCALE

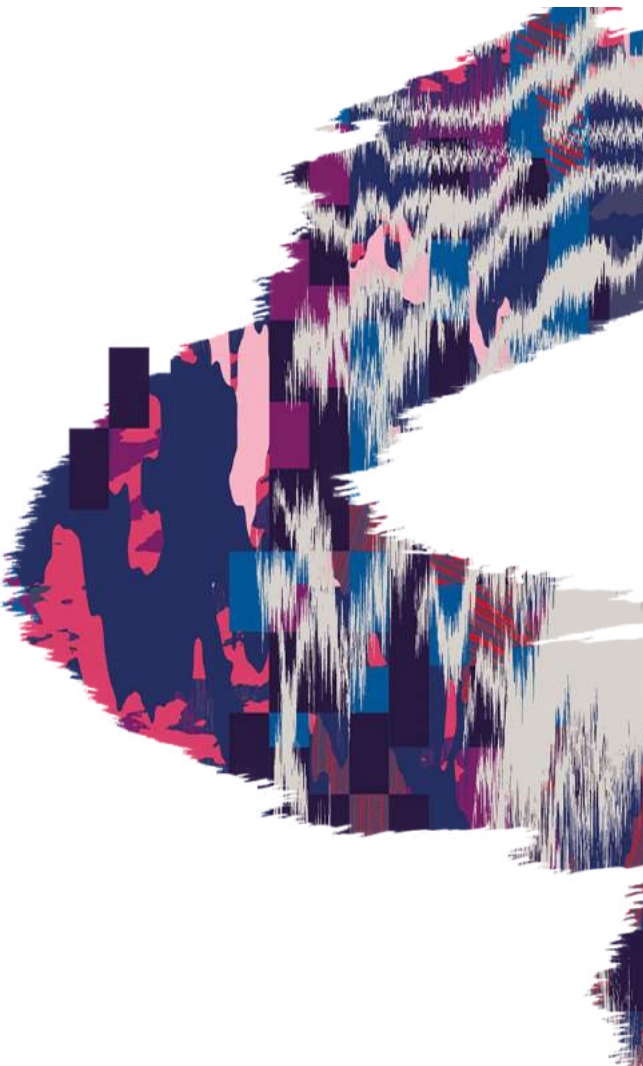
PROPOSED FURNITURE

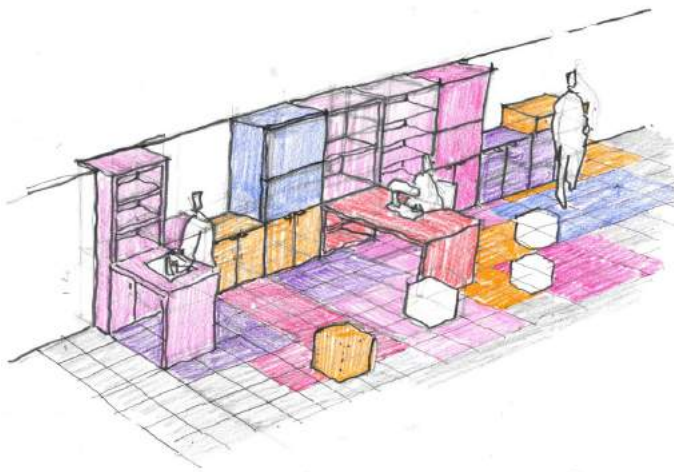
Opening the Book Library Designers have developed a furniture layout to create a feeling of warmth and welcome, different from formal straight rows. The children's area has been renewed and re-located to attract families with young children.



HUGUENOT INFLUENCE

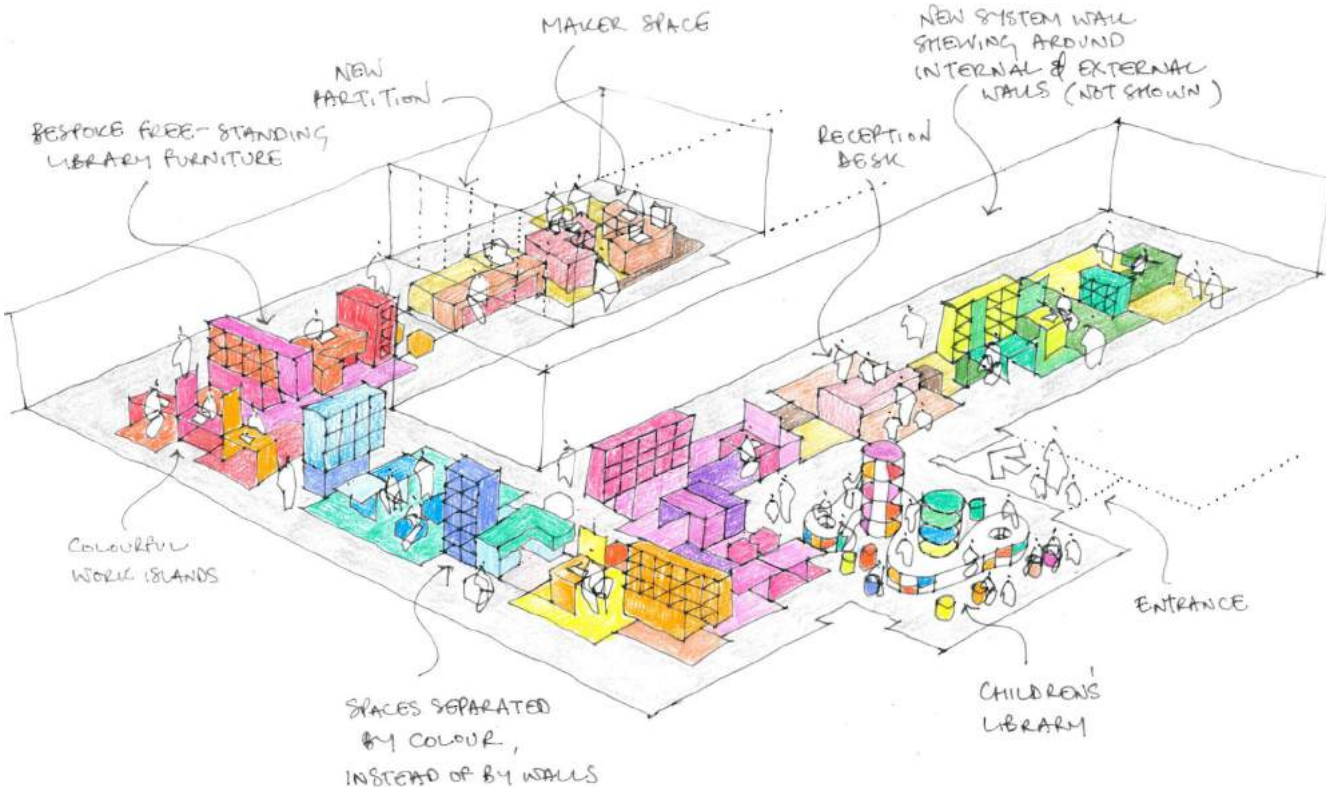
The Huguenots – French Protestants in the 16th and 17th Century – were this country’s first refugees. Many settled in London, primarily in Spitalfields and the City, close to the Artizan Library. They revitalized the silk weaving industry in the area, and created a rich legacy of silk patterns renowned around the world. It is hoped that the new Artizan maker space and lounge will draw upon this history of craftsmanship, supporting upskilling and creativity for the local population.





The new design proposes placing a new Artizan Lounge at the front of the library and new Artizan Maker Space at the rear. People will be able to make noise and create pieces of work undisturbed at the rear, whilst their work can be displayed and enjoyed in the lounge. The existing IT suite would be removed and the space re-purposed as the children's library.

The different areas of the library would be separated by colour instead of walls, and the children's library would be a kaleidoscopic celebration of learning!



ARTIZAN LIBRARY - SKETCH VIEW



ARTIZAN MAKER SPACE - SKETCH VIEW



A series of coloured cabinets with fold-down tables and desks at varying heights would allow the creation of new maker spaces. This would allow embroidery, sewing, digital printing and other activities to take place. Equipment and materials would be safely secured in the furniture once closed, and the bold vibrant colours of the furniture and flooring would match the colours of the Artizan Lounge at the front of the library, creating a strong visual link between the two spaces.



General Notes:
 1. All dimensions to be checked on site.
 2. Do not scale from this drawing.
 3. Drawing to be read in conjunction with all other relevant SCA and consultant information.

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P02	REVISED DWG	JV	AD	20.09.21
P01	PRELIMINARY ISSUE	JV	AD	07.09.21
Rev	Notes	BY	Check	Date
REVISIONS				

reForm
ARCHITECTS

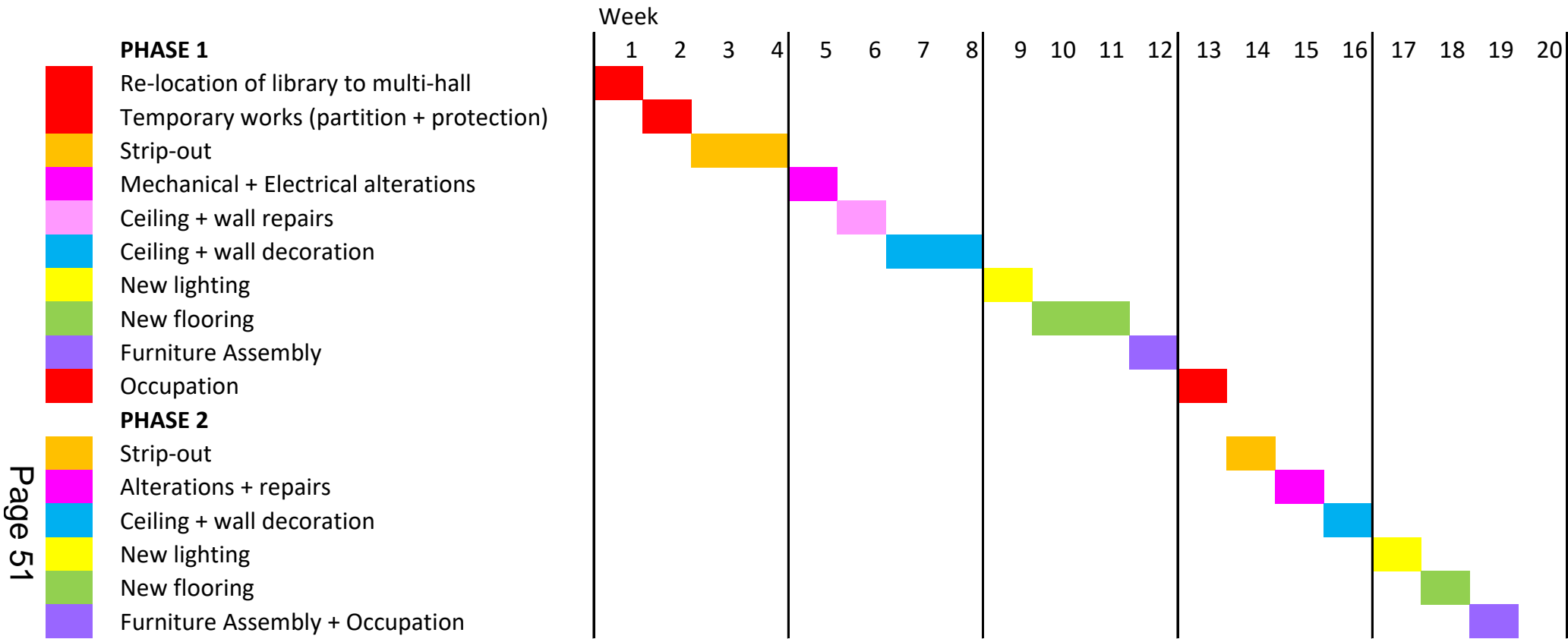
The Old School, 48a Union Street, London, SE1 1TD
 Tel 020 3696 5700
 enquiries@reForm-architects.london

Drawing Status: PRELIMINARY

Project:
 Artizan Street Library
 Drawing Title:
 Proposed General Arrangement Drawing

job no.	drawing no.	revision	stage
692	(20)_200	02	02
scales	size	drawn	date
1:100	A3	JV	20.09.21

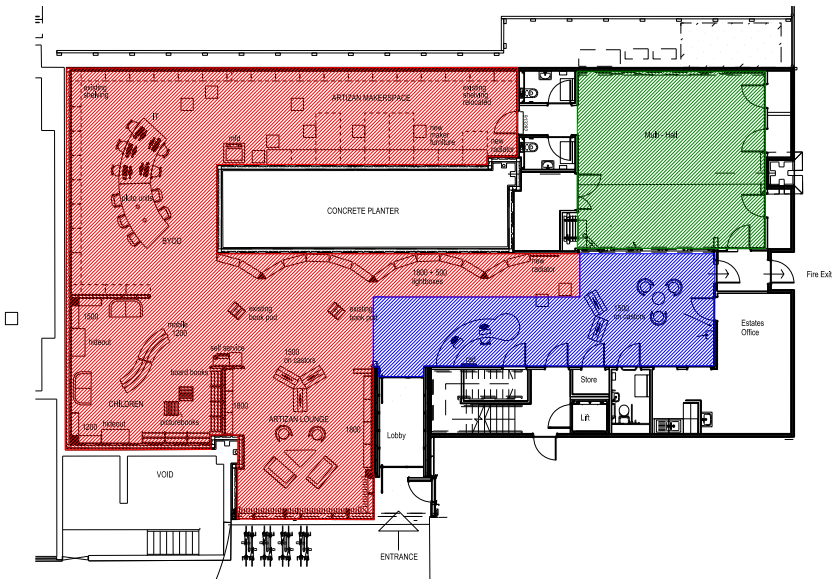
INDICATIVE OVERALL PROJECT PROGRAMME



An indicative programme is provided below showing an anticipated timetable for the construction phase of the project.

The programme assumes that a temporary library could be provided in the multi-hall during phase 1, and that the existing estates office could remain in use. During phase 2 the estates office would need to be provided with alternative temporary accommodation. The programme anticipates the closure of the library for 2 weeks at the start of the project, and for 1 week at the end of phase 1.

- PHASE 1
- PHASE 2
- TEMPORARY LIBRARY



ARTIZAN STREET LIBRARY APPENDICES

SCHEDULE OF WORKS

PROJECT: ARTIZAN STREET LIBRARY

DATE: SEPTEMBER 2021

STATUS:

CONTENTS

0	General
1	Demolition
2	External Windows and Doors
3	Internal Walls
4	Ceilings
5	Flooring
6	Fixtures, Fittings & Joinery
7	Decorating
8	Mechanical
9	Electrical

CONTACTS

Design Team

CLIENT / PRINCIPAL DESIGNER:

City of London Corporation
Guildhall
London
EC2P 2EJ

ARCHITECT:

Reform Architects
The Old School
48A Union Street
London SE1 1TD

LIBRARY DESIGNER:

Opening the Book
80 Carleton Road
Pontefract
West Yorkshire
WF8 3NQ

0 GENERAL

Description of existing building

The Artizan Street Library is a two storey library, situated at the entrance level of the Middlesex Estate, in the Portsoken Ward of the City of London. The building is not listed. The façade is predominantly glazed curtain walling, fronting Artizan Street. Internally, the library includes general reading areas, an IT suite, flexible hall spaces for hire and a number of offices for the Middlesex Estate.

Description of the works.

An application for a small capital grant from the Libraries Improvement Fund (LIF) has been submitted, for just below £200k, in order to fund the refurbishment of the library on ground floor only. The works will include removal of the existing IT suite, provision of a new maker space with equipment, and providing new loose furniture, lighting and flooring.

We are intending to undertake the works in two phases, in order to avoid unnecessary disruption to the estates office and the library. The existing multi purpose hall on the ground floor may be used as a temporary library during the works.

Drawings

The following documents are to be read in conjunction with this schedule of works.

210923_Artizan Street Library
 210923_Artizan Street Library Programme
 692_(00)_200
 692_(20)_200
 692_(DEM)_200

Additional documents to be provided by Opening the Book.

1 DEMOLITION

Refer to drawing 692_(DEM)_200

The Contractor is to provide all necessary support to the existing structure during and after demolition, and throughout construction.

Services that will be affected by the works: Locate and mark positions, include for all propping and all temporary works, fixings, making good to existing structure and finishes where disturbed, and any associated works.

Internal

All existing floor finishes to be removed

All existing lighting to be removed, ceilings to be made good where disturbed

Existing glazing from former IT suite to be removed

Existing nib wall, and boxing in former IT suite to be removed

Existing furniture to be removed and stored throughout works

Existing bookshelves and skirting radiator around internal concrete planter.

2 EXTERNAL WINDOWS AND DOORS

Existing Windows and Doors to be protected throughout works and made good where disturbed.

New window manifestations with Huguenot inspired patterns. Custom design.

3 INTERNAL WALLS

Internal walls to be protected throughout works and made good where disturbed.

4 CEILINGS

Ceilings to be protected throughout works and made good where disturbed.

5 FLOORING

Refer to drawing 692_(20)_200

New Coloured Carpet Tiles

Maximum of 10No. colours.

Size: 50x50cm

Manufacturer: Flooring Hut

Carpet Style: Tufted Loop Pile Tile

Backing: 100% Envirobase

Pile Height: 3.5mm

Wear Classification: General Usage

Tile Thickness: 6mm

Laying Style: Chequerboard

Accessories

Lobby entrance mat to sit flush with internal carpet

Threshold Strips TBC

10 FIXTURES, FITTINGS & JOINERY

Makerspace Furniture

New makerspace furniture to be constructed of moisture resistant MDF, powder coated, fixings and joints not visible where possible.

11 DECORATING

Walls

Manufacturer: Dulux Trade

Product: 2 full coats of Diamond High Performance Eggshell

Colour: Brilliant White

Ceilings

Manufacturer: Dulux Trade

Product: 2 full coats of Diamond High Performance Eggshell

Colour: Brilliant White

Internal Timber Finishes (where applicable)

Manufacturer: Dulux Trade

Product: 2 full coats of Oil Based High Gloss

Colour: Brilliant White

All decorating to be to manufacturer's guidelines.

The contractor must suitably protect all existing surfaces from damage during the works.

The contractor must notify existing tenants and visitors when there are areas of 'wet paint' in the building.

12 MECHANICAL

2No. new radiators connected to existing hot water valves

13 ELECTRICAL

32No. New Spot Lights (TBC)

Manufacturer: Solus Lighting

Product: Dash AC SD

1No. New Feature Light (TBC)

Manufacturer: Solus Lighting

Product: Ride Ring System

Provision is to be allowed for the repositioning of any electrical sockets or switches to allow for the new layout.

Artizan Street Library
Fit-out Costing
02.07.2021

item	quantity	unit	price/m2	sub-total	prelims (25%)	total
Internal						
Strip-out	264	m2	25	6,600	1,650	8,250
Mechanical Alterations	1	it		1,500	375	1,875
Electrical Alterations	1	it		1,500	375	1,875
Decoration of walls and doors	264	m2	10	2,640	660	3,300
Decoration of ceilings	264	m2	10	2,640	660	3,300
New flooring	264	m2	44	11,616	2,904	14,520
Maker space joinery	1	it		21,000	5,250	26,250
Services						
New lighting - library	32	it		5,217	1,304	6,521
New lighting - feature lighting in Artizan lounge	6	it		6,771	1,693	8,464
New lighting - installation	1	it		3,200	800	4,000
Design Fees						
Architect Fees	1	it		20,909		20,909
TOTAL				83,593	15,671	99,264

Exclusions:

Asbestos removal excluded
New wiring excluded
Access control excluded
Fire alarm works excluded
Signage excluded
Works to structure / drainage etc excluded
No works to wc's, stores, offices or multi-hall
Equipment
All prices excluding VAT

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