



Community & Children's Services Committee

Date: MONDAY, 13 MARCH 2023
Time: 2.30 pm
Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL

Members:

Joanna Tufuo Abeyie	Florence Keelson-Anfu
Deputy John Absalom	Alderman and Sheriff Alastair King DL
Caroline Addy	Frances Leach
Munsur Ali	Deputy Natasha Maria Cabrera Lloyd-Owen
Jamel Banda	Alderman Ian David Luder
Matthew Bell	Alderman Christopher Makin
James Bromiley-Davis	Alderman Bronek Masojada
Anne Corbett	Timothy James McNally
Aaron Anthony Jose Hasan	Benjamin Murphy
D'Souza	Matt Piper
Mary Durcan	Henrika Priest
Helen Fentimen (Deputy Chairman)	Jason Pritchard
Sophie Anne Fernandes	Ruby Sayed (Chairman)
Deputy John Fletcher	Naresh Hari Sonpar
Deputy Marianne Fredericks	Vacancy, COURT APPOINTMENT
Steve Goodman OBE	Ceri Wilkins
John Griffiths	Deputy Philip Woodhouse
Laura Jørgensen	

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Ian Thomas
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Reports

1. **TO APPOINT A MEMBER TO THE HOUSING MANAGEMENT AND ALMSHOUSES SUB COMMITTEE**

Town Clerk to be heard.

For Decision

2. **APOLOGIES**

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

4. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 23rd January 2023.

For Decision
(Pages 7 - 14)

5. **OUTSTANDING ACTIONS**

The Committee is asked to note the actions tracker.

For Information
(Pages 15 - 16)

6. **ISSUES REPORT FOR THE FUNDING FOR 347 CRESCENT PILOT PROJECT AND WINTER MEASURES FOR THE GOLDEN LANE ESTATE - TBC**

Report of the Interim Executive Director, Community and Children's Services. (to follow)

For Decision

7. **COMBINED RELIEF OF POVERTY CHARITY - ADMINISTRATION UPDATE AND FUNDING FOR APPROVAL**

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

For Decision
(Pages 17 - 26)

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

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

10. **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

11. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the previous Committee meeting on 23 January 2023.

For Decision
(Pages 27 - 30)

12. **NON-PUBLIC OUTSTANDING ACTIONS**

The Committee is asked to note the non-public actions tracker.

For Information
(Pages 31 - 32)

13. **REPORT OF ACTION TAKEN**

Report of the Town Clerk.

For Information
(Pages 33 - 36)

14. **GOLDEN LANE LEISURE CENTRE**

Report of the Interim Executive Director, Community and Children's Services. (to follow)

For Decision

15. **MIDDLESEX STREET ESTATE (MSE) COMMERCIAL TENANTS RENT ARREARS**

Joint Report of the Interim Director of Community & Children's Services and the City Surveyor.

For Decision
(Pages 37 - 52)

16. **PROPOSED EASTERN BASE FOR COLP -VACANT POSSESSION STRATEGY - PROPOSED VARIATION OF FINANCIAL ASSISTANCE TO COMMERCIAL TENANTS**

Report of the City Surveyor.

For Decision
(Pages 53 - 66)

17. **WINDOWS AND COMMON PARTS REDECORATIONS - GOLDEN LANE ESTATE (PHASE 1 CRESCENT HOUSE)**

Report of the Interim Director of Community and Children's Services. (To follow)

For Decision

18. **RETROFIT SPRINKLERS**

Report of the Interim Executive Director, Community and Children's Services.

For Decision
(Pages 67 - 106)

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

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

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COMMUNITY & CHILDREN'S SERVICES COMMITTEE

Monday, 23 January 2023

Minutes of the meeting at Guildhall at 2.30 pm

Present

Members:

Helen Fentimen (Deputy Chair – in the Chair)
Munsur Ali
Jamel Banda
Anne Corbett
Deputy John Fletcher
Deputy Marianne Fredericks
Steve Goodman OBE
John Griffiths
Frances Leach

Deputy Natasha Maria Cabrera Lloyd-Owen
Alderman Ian David Luder
Alderman Christopher Makin
Alderman Bronek Masojada
Timothy James McNally
Henrika Priest
Jason Pritchard
Naresh Hari Sonpar
Deputy Philip Woodhouse

In attendance

Deputy Edward Lord – Policy and Resources Committee, Lead Member for the Sports Strategy

Deputy James Thomson – Chair of Police Authority Board

Alderman Prem Goyal – Portsoken Ward

Officers:

Clare Chamberlain - Interim Executive Director, Community & Children's Services
Sam Hutchings - Town Clerks
Julie Mayer - Town Clerks
Chandni Tanner - Town Clerks
Deborah Bell - Community & Children's Services
Simon Cribbens - Community & Children's Services
Paul Murtagh - Community & Children's Services
Chris Pelham - Community & Children's Services
Jason Hayes - Community & Children's Services
Ellie Ward - Community & Children's Services
Chris Lovitt - Deputy Director of Public Health
Mark Jarvis - Chamberlains
Ola Obadara - City Surveyors
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1. APOLOGIES

At the start of the meeting, the Chair reminded Members of the dedicated start time (4.15 pm) for considering the Middlesex Street Report. The Chair and Town Clerk stressed that this would be a meeting held in public and NOT a public meeting and therefore, Members of the public would be able to observe

but not address the Committee. However, Ward Members would be able to make representations on their behalf.

As today's agenda had been structured to accommodate this, some Members would need to leave before 4.15 pm. Those Members departing early; Natasha Lloyd Owen, Alderman Ian Luder and Tim McNally, welcomed the improved recommendations in the Middlesex Street report and, had they stayed, would have voted in support of it. Members asked for consistency in future meeting timings and more notice, should they need to change.

Apologies were received from Ruby Sayed, Joanna Abeyie, Caroline Addy, James Bromiley-Davis, Mary Durcan, Aaron D'Souza, Sophie Fernandes, Florence Keelson-Anfu, Alderman and Sheriff Alastair King, Alderman Broniek Masojada, Benjamin Murphy and Ceri Wilkins. The following Members joined remotely: Ruby Sayed (Chair), Joanna Abeyie, Mary Durcan and Benjamin Murphy

The Committee Welcomed Deborah Bell the new Strategic Education and Skills Director.

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

Deputy John Fletcher declared an interest in respect of agenda item 8 - Middlesex Street Estate, areas of car park and six shop units; by virtue of being a serving Member of the Planning Committee. Deputy Fletcher stressed that he is fully aware of his obligations in terms of a perceived pre-determination.

Deputy Marianne Fredericks abstained from voting, in respect of agenda item 8. Middlesex Street Estate, areas of car park and six shop units; by virtue of being a serving Member of the Planning Committee. *Deputy Fredericks stressed that she did not have an interest as such; this was a personal decision to avoid any perception of predetermination.*

3. **MINUTES**

RESOLVED, that – the minutes of the following meetings be approved, subject to an error correcting the spelling of John Griffiths' name.

3.1 **3rd November 2022**

3.2 **15th November 2022 (Special Meeting)**

4. **OUTSTANDING ACTIONS**

Members noted that the recent **Estate visits** had been poorly attended but more dates had been circulated. The Assistant Director advised that, if they were generally inconvenient for Members, more options would be offered. The Chair of the Housing Management and Almshouses Sub Committee stressed the importance of resident attendance during the visits and had asked for a report, to the Sub Committee, in respect of any issues raised.

In respect of the **COLPAI development**, the City Surveyor advised that completion would not be by Easter 2023, as expected, due to delays in Building Control and Planning issues. The City Surveyor would provide a more detailed response in the non-public part of the meeting.

5. **DEPARTMENTAL BUDGET ESTIMATES: COMMUNITY AND CHILDREN'S SERVICES - EXCLUDING THE HOUSING REVENUE ACCOUNT (HRA)**

The Committee considered a report of the Executive Director and the Chamberlain, which presented the budget estimates for the Department of Community & Children's Services for 2023/24, excluding HRA. Members noted that proposed budget has been prepared within the resource envelope allocated to each Director by the Resource Allocation Sub Committee.

During the discussion on this item, the following points were noted:

1. Officers were asked to cease using the term 'manpower'.
2. There are currently 12 children in care, with none in residential homes. In respect of unaccompanied asylum seeking children, Members asked if future reports could show how much of the cost is recoverable from central government and comparators with other authorities. The Assistant Director, People, advised that the Safeguarding Sub Committee receives reports at this level of detail. Members noted that government funding for asylum seeking young people in care ceases at a certain threshold. The Department had been carrying an overspend as demand can fluctuate and is not within the department's control. However, this had recently levelled off to 12 Looked After Children, with over 50 care leavers, for whom financial liability ends at age 25. The Department had been working with the Home Office in respect of 'leave to remain' status, which enables young people to access benefits and support, resulting in a saving of £120,000. Members noted that, by joining the Alliance Framework, the Department will achieve greater economies of scale.
3. The Housing Service Repair and Maintenance contract was currently being retendered, with a new contractor expected by October 2023. This would be the subject of a report to the Housing Management and Almshouses Sub Committee on 30 January 2023.

In summarising, the Chair noted that a number of Member questions had been performance orientated and, whilst accepting the limitations of such a small service in producing comparative data, asked if this could be given consideration when producing future reports. Members also noted the Department's 3-5 Year Plan, which would anticipate future budgets. The Chair advised that, at the recent Resource Allocation Sub Committee, the Chair of the Finance Committee had commended the Department's approach and suggested that it be adopted across the City Corporation.

RESOLVED, that, subject to noting the comments set out above:

- i) The Community and Children's Services Department's (excluding HRA) proposed revenue budget for 2023/24 be approved for submission to Finance Committee, noting that additional resources totalling £1.2m had been added to the 2023/24 Original Budgeted, to help meet the ongoing pressures across Adults and Children's Social Care, and the cost of Unaccompanied Asylum Seeking Children.
- ii) The Community and Children's Services Department's (excluding HRA) proposed capital and supplementary revenue projects budgets for 2023/24 be approved for submission to the Finance Committee.
- iii) The Chamberlain, in consultation with the Executive Director of Community and Children's Services, be authorised to revise these budgets to allow for any further implications arising from Corporate Projects and changes to the Cyclical Works Programme.
- iv) Minor amendments for 2022/23 and 2023/24 budgets arising during the corporate budget setting period be delegated to the Chamberlain.
- v) The factors taken into consideration in compiling the Community and Children's Services Department's Business Plan, including efficiency measures, be noted.

6. HOUSING REVENUE ACCOUNT (HRA) AND CAPITAL BUDGETS 2023/24

The Committee considered a report of the Executive Director of Community and Children's Services and the Chamberlain, which presented the annual submission of the revenue and capital budgets overseen by the Committee.

Members noted that the 7% rental increase would be subject to a separate officer delegated decision, following several years of capping, and the rent statements would be sent out in February.

RESOLVED, that:

- 1. The provisional 2023/24 revenue budget be approved for submission to the Finance Committee.
- 2. The draft capital budget be approved.
- 3. The Chamberlain be authorised to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews.

7. DRAFT CARERS' STRATEGY: 2023/27 - FOR CONSULTATION

The Committee considered a report of the Director of Community and Children's Services in respect of the draft Carers' Strategy. The report sought the Committees approval to take the draft to wider consultation.

During the discussion and questions, the following points were noted:

1. Census data in respect of unpaid carers had been released and, due to the tightening of definitions, the profile had not changed dramatically, neither for the City nor its neighbouring boroughs.
2. The Strategy will be as inclusive as possible; this consultation will be based on focus groups, with round tables being used for the stakeholder group. Face to face meetings, hybrid meetings and on-line surveys would be available. Members noted that officers had avoided being too rigid at this stage, as the detail would emerge as engagement progresses. Furthermore, other stakeholders would need to own some aspects; i.e. healthcare.
3. The Committee's 'Carers' Lead Member asked if the Vision could be more ambitious; i.e. – '*to create a better life for all carers*' and if the full NHS description of a carer could be used.
4. In terms of the Care Act, the person being cared for falls under the remit of their Local Authority but a City worker could approach City Connections.
5. Members asked if the next draft could be shared with unpaid carers before it comes back to the Committee.

RESOLVED, that – subject to noting the above comments, the current draft Carers Strategy 2023–2027 be approved for consultation.

8. **MIDDLESEX STREET ESTATE - AREAS OF CAR PARK AND SIX SHOP UNITS**

The Committee considered a report of the City Surveyor and Interim Executive Director, Community and Children's Services, which asked Members to consider whether areas in the car parks and the seven Gravel Lane shop units, proposed for non-housing use at the Middlesex Street Estate, are no longer required for housing purposes, and may be appropriated for other use. The report included information from further estate-wide consultation with residents and commercial tenants, and recommended that the areas are not required for housing purposes, for the next 20 years, in lieu of a capital sum for housing purposes.

Members noted an error, since the agenda has been published, in respect of the Shop Unit at 20 Gravel Lane, which had been added to the original six units outlined in the initial report as being surplus. Although this unit is currently occupied, it is one of the least desirable retail units on the Estate and, historically, has proven very difficult to let. This would also enable residents to have access to 3 lifts, rather than 2, as per the previous design. It could also create a liaison office for the City of London Police, on the ground floor, and a community space on the first floor, subject to available funding and if needed.

The Chair invited the Portsoken Ward Members to make statements and Members noted the following points:

1. Officers, Resident representatives and Ward Members were commended for working together to reach this position. The revised recommendations presented solutions to some of the residents' major concerns; i.e. identifying additional space cycle storage, bespoke cycle lifts, a properly managed service area, with an attendant, improved CCTV, disabled access and spaces, provision of an estate office and outdoor gym equipment. The Chair endorsed this comment.
2. There are positive aspects in respect of the close proximity to the City of London Police, in terms of resident safety, and the Police's plans appear to be robust enough for presentation to the Planning and Transportation Committee.
3. The financial benefit of £3.4m is a non-HRA capital sum, ringfenced for housing use, which could potentially be used to expedite outstanding works. The Chair stressed that its future use will be for the Committee to determine.
4. In addition to the £3.4m, the CBB had signed off on £1.34 m for the additional items in the report, including £50,000 for acoustic improvements to the ball courts. Members were concerned that they had been closed for 2 years, and officers undertook to get them back into use as soon as possible. Members also noted that conversations would continue in terms of further improvements.
5. The Chair of the Police Authority Board advised that the Commissioner had made a commitment to residents about vehicle egress and Members noted that it is rare for them to leave at speed and/or use sirens when doing so.
6. Ward Members stressed that they are both public servants and stewards of public resources and would, therefore, be voting for the surplus declaration.

RESOLVED, that:

1. The outcome of further estate-wide consultation with residents and commercial tenants on the Middlesex Street Estate be noted.
2. It be agreed that:
 - 2.1 The seven shop units (shown within the MSCP on the plans annexed to this report at Appendix 1) proposed for non-housing use at the Middlesex Street Estate are not required for housing purposes for a period of 20 years from the date of resolution.
 - 2.2 The areas of car park (shown within the MSCP on the plans annexed to this report at Appendix 1) proposed for non-housing use at the Middlesex Street Estate, are not required for housing purposes for a period of 20 years from the date the Relocation and Consolidation Works are completed.
 - 2.3 At the end of the 20-year period, unless further appropriations are agreed by the City of London Corporation (City Corporation), in its capacity as

housing authority, the MSCP areas described at 2.1 and 2.2 will revert to their normal use for housing purposes; and

3. The Comptroller and City Solicitor be instructed to prepare a Memorandum of Appropriation in accordance with Recommendation 2, to be placed on the Middlesex Street Estate Deed Packet as soon as any appropriation has taken effect.

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

The officer advised that 150 residents had been notified of the winter services available but there had only been 20-30 responses. Members noted there was currently a national shortage of curtains but officers had sourced a supplier who could reduce the 8 week lead-in time and residents were being kept informed. The officer also advised that the Contractor will only provide a service for tenants and not leaseholders.

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

1. Members noted a **successful tenancy fraud prosecution** at the Central Criminal Court, where the Judge had imposed the following criminal penalties:

- Six months imprisonment, suspended for two years.
- A three-month electronic curfew (tag) between 10pm and 6am
- A criminal benefit confiscation order made to the value of £91,480, to be paid in three months.
- If the confiscation order isn't paid within three-months, the Defendant may have to serve a twelve-month default sentence.

NB. The confiscation order is subject to the Asset Recovery Incentivisation Scheme (ARIS) rules, which means that the City Corporation will receive 37% of the value (approx. £33,847), with 50% going to the home office, and the remainder to the Courts Service.

2. Members had received a number of complaints about the **noisy fans on the Middlesex Street Estate** and asked if this could be resolved as a matter of urgency.

11. **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.

Item no(s)	Para No(s)
14-15	3

12. **NON-PUBLIC MINUTES**
RESOLVED, that – the non-public minutes of the meeting held on 3rd November 2022 be approved.
13. **OUTSTANDING ACTIONS (NON-PUBLIC)**
The Committee received the non-public outstanding actions list.
14. **PROPOSED EASTERN BASE FOR COLP - UPDATE ON ENGAGEMENT AND SUPPORT FOR COMMERCIAL TENANTS**
Members noted a non-public appendix in respect of agenda item xx
15. **CORPORATION SPORTS PROVISION/ GOLDEN LANE LEISURE CENTRE**
The Committee considered and approved a report of the Interim Executive Director, Community and Children’s Services.
16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
17. **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 5pm

Chairman

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

Title	Date added	Action	Action owner	By When	Update/status
Bike parking	20/07/2022	Officers to investigate the provision of a bike parking shed or secure area (Middx St)	Asst Director - Housing & Barbican		Additional safe cycle storage is included in the proposals for the Eastern Hub
City of London Primary Academy Islington and Isleden House- local Lettings Plan	03/11/2022	A Member requested that a visual map regarding overcrowding of social housing be provided.	Housing Needs Manager	TBC	The current report mechanism of our databases does not allow this. The IT team are assisting to provide the information, and then Martin can give an indication as to where the overcrowding issues are within the city. Information dependent on IT.
Draft Carers Strategy	23/01/2023	Members requested if next draft could be shared with Unpaid carers before it comes to committee	Head of Strategy & Performance	TBC	April Carers Strategy Implementation Group will have feedback from the consultation to date.
Middlesex Street Estate	23/01/2023	A number of complaints have been received regarding the noisy fans on Middlesex Street Estate and if this could be resolved immediately	Housing Manager		There is a protocol in place for dealing with activation of the fans quickly. Further work is being done to ascertain the underlying cause of the activations.

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Agenda Item 7

Committee(s): Community and Children's Service Committee – For Decision	Dated: 13/03/2023
Subject: Combined Relief of Poverty Charity – Administration Update and Funding for Approval	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly insofar as they are in the best interests of the charity	2, 3, 4
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	£0
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Clare Chamberlain, Interim Executive Director of Community and Children's Services Report Author: Jack Joslin, Head of Central Grants Unit	For Decision

Summary

The City of London Corporation is the trustee of the City of London Corporation Combined Relief of Poverty Charity (1073660). This report presents various matters for consideration that are intended to support the better administration and management of the charity, consistent with the City Corporation's duties as trustee to keep such matters under review to ensure that the charity is operating most effectively. Specifically, decisions are sought on a strategic grant proposal.

Recommendations

Members are asked, collectively acting for the City of London Corporation as trustee of the City of London Corporation Combined Relief of Poverty Charity (Charity Reg. no. 1073660) – the CRPC – and in the best interests of the charity and its beneficiaries:

- To approve a grant of £82,790 to Family Action over 24 months to deliver a food pantry service for City of London residents and those residing in bordering boroughs
- To note the finance update for the Charity
- To note the work of the Charity Review and instruct Officers to review and make recommendations on the funding criteria for the Charity to be considered at a future meeting of this committee

Main Report

Background

1. The City of London Corporation's CRPC is the principal relief of need and/or poverty charity for which the City Corporation is corporate trustee acting by the Common Council. The administration and management of the charity has been delegated to the Community and Children's Services Committee. For the avoidance of doubt the City Corporation is not trustee in its local authority capacity and any decisions must be taken by this Committee independently and solely in the charity's best interests.
2. The objectives of the charity are for the public benefit:

"The relief of those in need by reason of poverty, old age, ill health, accident or infirmity who are either the widow, widower or child of a Freeman of the City of London or who reside in the City of London or the London Boroughs by the provision of grants, items and services or such other support as the trustee determines."
3. In October 2018, the charity's modest funds were more than doubled following the decision to accept the transfer to the CRPC, on a restricted basis, the assets of the Corporation of London Benevolent Association (COLBA), another historic relief of need charity associated with the City Corporation's elected Members. The funds are to be used for the general purposes of the CRPC, subject to the restriction that where there are competing applications of equal merit, preference must be given to those beneficiaries residing in London who are previous or current elected Members, their dependents or connected persons; and otherwise when residing outside London preference should be given to the widows, widowers or children of previous and current elected Members; and further that, in applying the funds for these restricted purposes, the historic connection to the Association is recognised.
4. In the 2020/21 year, the very modest assets of the Signor Favale's Marriage Portion Charity have also been transferred to the CRPC on an unrestricted basis. However, the funds were transferred to the CRPC subject to a wish that Signor Favale's name be retained in some way in making future grant awards, and this was accepted by your Committee.
5. When the charity's strategic funding objectives were last reviewed as part of the City Corporation's Grants Service Based Review in 2015/16, it was considered to be in the best interests of the charity to include it within the City Corporation's Central Grants Programme (CGP) and for the charity's funds to be applied under the Stronger Communities theme, which supports projects or services delivered for the benefit of communities or beneficiaries within the City of London and its housing estates across London.
6. The Department of Community and Children's Services (DCCS) is responsible for leading on the charity's administration and management. As the charity falls within the CGP, the Central Grants Unit (CGU) within the BHE Institution provides grants assessment and due diligence, and support in implementing good practice. Financial assessments are supported by the BHE and Charities Finance Team. Decisions are taken in consultation with an advisory officer panel.

7. In September 2020 your Committee adopted the revised Stronger Communities criteria, including that grants will be awarded to projects or services that are being delivered for the benefit of the communities or beneficiaries within the City of London and/or City of London Managed Housing Estates, and approved a revised, more strategic approach to funding and charitable activities for the charity, including the proposed expenditure of up to £300,000 of income funds over 2020/21 to 2025/26 (subject to ongoing review).
8. The CRPC has struggled to attract applications and expend funds under the Stronger Communities Programme, and significant income has accumulated. There was no expenditure on charitable activity for the year ending 31 March 2020. However, the onset of COVID-19 led officers to seek the trustee's approval to make direct grants in support of the local response to the pandemic to relieve local need. Consequently two grants totalling £16,000 were awarded to Age UK City of London in April and July 2020 to support the delivery of the Square Mile Food Bank.
9. At the meeting of this Committee in September 2020 it was agreed to look at more strategic approaches to funding, having regard to the difficulties which had been experienced in applying the charities funds and a wish to generate maximum impact from the charity's modest funds and reduce the costs of administration any further. At the meeting of the Committee in June 2021 the first strategic grant of £60,000 was awarded to the First Love Foundation to provide food support and advice to City of London residents and those in neighbouring boroughs.

Current Position

10. A charity trustee has a duty to keep their charity's administration and governance under review, and to take relevant steps to ensure that their charity is operating effectively to achieve the charity's intended objectives. This will include regularly reviewing the charity's governing documents, governance arrangements, policies and activities, and so on.
11. The current funding policy of the CRPC falls under the Stronger Communities criteria, and in summary provides that: "grants will be awarded to projects or services that are being delivered for the benefit of the communities or beneficiaries within the City of London and/or City of London Managed Housing Estates".
12. The CRPC's specific objects are not included in the Stronger Communities publicly available policy so that it can work more strategically to provide funding for the relief of poverty. However, it does operate under the above geographical requirements it having previously been considered that maximum impact can be generated for beneficiaries from the charity's very modest funds by focusing the charity's activities within an area where the City Corporation has particular local knowledge and stakeholder relationships.

Funding Proposal

13. At the meeting of this Committee in September 2020 it was agreed that the CRPC should seek to make grants that were more strategic to maximise the benefit to beneficiaries. However, it does operate under the Stronger Communities geographical requirements it having previously been considered that maximum impact can be generated for beneficiaries from the charity's very modest funds by focusing the charity's activities within an area where the City Corporation has particular local knowledge and stakeholder relationships.
14. Officers have spent time discussing several options of how to maximise the benefit of the CRPC given its small budget and very broad objects. While also taking into consideration the need to keep the costs of grant assessment and management low and utilising the expertise of DCCS officers. After consideration it was felt that the best, most strategic and impactful approach would be to award a grant to a single organisation which provides direct support to beneficiaries that would ensure the CRPC was delivering its objects and maximising support to beneficiaries, while keeping the costs of administration by the CRPC to a minimum.
15. Approval is sought to provide funding to Family Action over two years to deliver a Food Pantry Service to City of London residents and residents in surrounding boroughs. This new proposal will set up and run a food pantry service out of Artizan Street Library to support low-income and vulnerable families in the Aldgate Area.
16. Funding of period is sought to pay for the set up, salary and food subsidies for beneficiaries residing in the City of London or bordering boroughs. Further detail of the proposal can be found at **Appendix 1**. This project will support beneficiaries in need who have been financially impacted by the Coronavirus Pandemic and who fall within the categories of need which the CRPC can support.
17. To ensure this grant is maximising its support (having regard to its modest funds), it is proposed that the funding can support individuals who are in need and residing on border areas of the City of London in other London Boroughs, not just the City of London. This project will deliver the objects of the CRPC as it will provide relief to those in need by reason of poverty or ill health who reside in the City of London or London Boroughs. It is noted that whilst this proposal is within the charity's geographical area of benefit as set out in its objects, it does depart from the Stronger Communities criteria in respect of geographical area of benefit. This departure being recommended to maximise the impact of the grant.
18. Having regard to the previous paragraph and the trustee responsibilities set out above, it is noted that the CRPC may benefit from more flexible geographical criteria and it is recommended that the funding criteria for the CRPC be reviewed to ensure they reflect the Charity's objects and strategic objectives and maximise the impact of its funds. A review of the operations of this Charity will be conducted by the Corporate Charity Review Team in the

later stages of 2023 with further recommendations brought to Committee to review and agree.

Risk Management Arrangements

19. Officers are developing a risk register for the **CRPC** in line with the approach set out in the Charities' Risk Management Protocol (CRMP) which was endorsed by Audit and Risk Management Committee on the 18 January 2022, with further approval of the approach on 16 January 2023. The CRMP is based upon the City Corporation's Risk Management Policy and Strategy 2021 and the Charity Commission's CC 26 Risk Management guide. It aims to provide consistency of approach in managing charitable risk, ensuring that risks are considered in the best interests of that charity by the City Corporation in its capacity as charity Trustee. The CRMP provides a common list of risks to support this aim, structured around 5 thematic areas, that will be adapted for each charity. Further information on this will be provided to Committee to agree in due course.

Financial Review

20. At the Committee meeting on 28 September 2020, Members, acting collectively for the City of London Corporation as trustee of the City of London Corporation Combined Relief of Poverty Charity (Charity Reg. No. 1073660 – the CRPC) approved a revised Reserves Policy for the Charity. This included a decision to set aside £10,000 of free reserves for the Charity to hold as working capital, which was based on the assumption that the City Corporation would resolve to begin recovering the reasonable costs and expenses incurred by it in administering the Charity as trustee which, whilst waived historically, it is entitled to do.

21. A recommendation was presented to, and approved by, the Finance Committee of the Common Council of the City Corporation on 16 February 2021 to change the Corporation's policy such that Sundry Trusts and Open Spaces charities, including the CRPC, should bear the legitimate and reasonable costs and expenses incurred by the City Corporation in administering each charity as trustee.

Conclusion

22. A charity trustee has an obligation to take relevant steps for their charity's good governance and administration, including keeping funding and reserves policies under review. The matters presented here for consideration by Members acting collectively for the City Corporation as trustee of the CRPC, support that outcome so that the charity achieves maximum impact for its beneficiaries from its available funds.

Appendices

- Appendix 1 – Grant Assessment Report – Family Action

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APPENDIX 1

CENTRAL GRANTS UNIT

City of London Corporation Combined Relief of Poverty Charity (1073660)

Family Action (ref. 20114)

Amount requested: £82,790

Amount recommended: £82,790

Purpose of grant request: Setting up a FOOD Club (Pantry) in Aldgate to serve up to 50 local families a week.

The Applicant

Family Action (FA) is a national charity that has provided support to children and families in need for nearly 150 years. It currently supports over 45,000 children, families, and individuals each year across England and Wales, including 12 London Boroughs. Its work involves tackling some of the most complex and difficult issues facing families today – including poverty, domestic abuse, mental ill health, learning disabilities and substance and alcohol misuse.

Its services cover four key areas: early years; children and families; adult mental health; and the delivery of a national grants programme for vulnerable individuals and families with multiple and complex needs.

The children and family services are based in a variety of community settings including Children's Centres, schools and Primary Care settings such as GP surgeries. Many of the services offer home-based support to work intensively with vulnerable families to help them overcome the challenges they face and turn their lives around.

Background and detail of proposal

The Cost-of-Living crisis is having a profound effect on individuals and families. The use of Food Banks has risen significantly, and many families are struggling to be able to buy basic supplies in the face of rising fuel and energy prices. This pressure becomes more significant in areas in Central London where communities must travel on public transport to access affordable food. The City of London has often been considered a food desert, due to its lack of affordable shops making it more difficult for vulnerable families to access nutritious food for their families.

FA are applying for funding to set up and run a food pantry service to support low-income and vulnerable families in Aldgate. The club will run weekly sessions out of the community space of Artizan Street Library, starting one day per week, from the 1st April 2023. The food pantry will be membership based, with members paying £1 to join initially, and thereafter £3.50 weekly for food and essentials to the value of £15, thereby saving money and supporting with the impact of the cost-of-living crisis.

Members of the pantry will be referred by local advice and support agencies such as food banks, health visitors, and family support services. The food provided will be varied but will typically include household staples such as rice and pasta, tinned produce as well as fresh and frozen items. Families will also receive recipes and ideas for cooking healthily on a budget using typical pantry items. FA have worked in conjunction with Officers and feel that the library is an ideal community space and will encourage residents to come into the venue and find out more about the services on offer. Alongside the food pantry Family Action will deliver several wrap around services, supporting its members who are most in need. While this project will take place in the City of London it will also be available to residents in neighbouring Tower Hamlets as it is easily accessible from the Aldgate area.

Financial Information

FA are a significant National Charity with a turnover of £38 Million. FA like many Charities has forecast deficits over the next two years considering the growing costs of all of its charitable activities. It is increasing its fundraising operations and working with funders to re-look at budgets to ensure this deficit can be reduced and that further reserves can be built to bring the Charity in line with its reserves policy. The Charity retains a staff contingency fund to support it through this difficult period.

The Charity has a significant Pension Deficit which impacts its restricted funds, The Trustees of FA do not consider this deficit to represent an immediate demand on the Charities fund and do not; therefore, consider that there are any resultant limitations on resources available for general application.

Recommendation

Family Action have been delivering food pantry services in neighbouring Tower Hamlets for several years and they have become valued hubs for the community. The idea of food pantries started in Bristol during the Coronavirus Pandemic which saw increasing numbers of people accessing food banks. The food pantry offers fresh and frozen food items at highly subsidised prices, allowing members to feel that they are in control of the food they buy, with less of the social stigma of accessing a food bank. This service will be invaluable to the Aldgate Area where access to affordable food is a constant challenge for residents struggling with the cost-of-living crisis. Funding is recommended in full over two years as follows:

£82,790 over two years (£43,120; £39,670) to support with the setup of a Food Pantry in Aldgate supporting families and residents impacted by the Cost of Living Crisis to access affordable food.

Committee(s): Community & Children's Services	Dated: 13 March 2023
Subject: Major Works Refurbishment Programme – Golden Lane Estate	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	1, 2, 12
Does this proposal require extra revenue and/or capital spending? Y/N	Y
If so, how much?	£14 million
What is the source of Funding?	HRA Major Repairs Reserve
Has this Funding Source been agreed upon with the Chamberlain’s Department?	Yes
Report of: Clare Chamberlain Interim Executive Director of Community & Children's Services	For Decision
Report author: Paul Murtagh, Assistant Director Housing and Barbican	

Summary

The purpose of this report is to seek members approval for a proposal for an expedited Major Works Refurbishment Programme for the Golden Lane Estate that includes an agreed expanded option for the repair/refurbishment of existing window frames and, associated roofing, heating and ventilation works.

Recommendations

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

1. Agree to the proposal (Option 4) outlined in this report for an expedited Major Works Refurbishment Programme for the Golden Lane Estate that includes an agreed expanded option for the repair/refurbishment of existing window frames and, all associated roofing, heating and ventilation works.
2. Agree to Option 2 outlined in this report for repairing/refurbishing the windows and installing new vacuum glazing as part of the expedited Major Works Refurbishment Programme on the Golden Lane Estate
3. Agree to the overall estimated cost of £29,054,000 for the Major Works Refurbishment Programme for the Golden Lane Estate, to be funded from the current provision for the HRA Major Works Programme. Affordability is subject to making ongoing revenue savings from 2025/26 and will need to be kept under review.

Main Report

Background

1. As part of its Housing Major Works Programme, the City of London Corporation (the Corporation) is carrying out a Major Works Refurbishment Programme across the whole of the Golden Lane Estate (GLE). The GLE is a Grade II Listed Estate with one of the blocks, Crescent House, a Grade II* Listed Building.
2. It is widely recognised that Crescent House is in the worst condition of all the nine blocks on the GLE (particularly, the condition of the windows) and, the block is the most complex due to its listed status and design. To date, therefore, officers have been focusing their efforts primarily on the refurbishment of the windows at Crescent House and, this relatively well advanced.
3. Due to the continuing deterioration of the windows and roofs on the GLE and the huge increases in energy costs that have a direct and significant impact on residents, concerns have heightened as to the length of time this estate-wide project may take to be implemented and completed.

Considerations

4. With the current uncertainty around budgets and costs for the Major Works Refurbishment Programme for the Golden Lane Estate and, the current agreement to explore various options for the windows across the estate, the estimated timescale for delivering the project is between three and five years. In addition, at present, it is unlikely that the substantive work on the GLE will start for at least another 18 months.
5. Given the overall condition of the Golden Lane Estate and the poor condition of the homes of some of the residents, officers have been working with members and the various consultants engaged on the project to look at ways in which the project may be expedited, and options are set out in this report for members to consider and agree.

Current Options

6. As stated previously, to date, officers have been focusing their efforts, primarily, on the refurbishment/replacement of the windows at Crescent House and, three options are currently being explored as below:

Option 1 - Repairing/refurbishing the windows and installing new double-glazing.

Option 2 - Repairing/refurbishing the windows and installing new vacuum glazing.

Option 3 - Replacing the windows entirely, incorporating new triple-glazing.

7. Option 3 will mean that the existing window frames will be lost (even though replacement windows will respect previous design) and this will cause considerable concern for some residents and stakeholders who are keen to retain the original features of the building. In addition, the cost of this option will be considerably more than the other two options and is considered uneconomical.

Pilot Flat

8. Following extensive consultation with residents, Planning, Historic England, 20th Century Society and other stakeholders, it was decided that we would use the vacant flat at 347 Crescent House, as a 'pilot' flat to explore the three options for the refurbishment of the windows set out in Paragraph 6. The idea was that, before deciding on a preferred option that would have an impact on over 550 homes (150 in Crescent House alone), a pilot project will help us fully understand:
 - the condition of the existing window frames,
 - the condition of the fixings,
 - the condition of the structure,
 - the feasibility of retrofitting the existing windows with double glazing/vacuum glazing,
 - the appearance and operation of the proposed triple glazing,
 - the appearance of the insulation works and,
 - provide an opportunity for residents and stakeholders to visit and inspect the pilot flat.
9. Consent was granted for the works to the pilot flat in September last year and work is now underway. The works to the pilot flat will not be completed until June/July this year. This will mean that currently, a decision on the preferred option will be agreed in August/September (depending on Committee cycles) and an application for Listed Building Consent for the remainder of the building submitted later in the year. The substantive works on the block will not start until March/April 2024.

Proposed Expanded Option (Option 4)

10. Following extensive discussions between officers, members, the Chamberlain, and the various consultants engaged on the project, a new expanded holistic option (Option 4) is proposed to expedite the Major Works Refurbishment Programme for the Golden Lane Estate.
11. Option 4 provides for the refurbishment of the windows (as per Option 2 - repairing/refurbishing and installing vacuum glazing) **and** the completion of all associated roofing, heating, ventilation, and redecoration works as part of the project.
12. There are several benefits to the Corporation and its residents in pursuing Option 4 including:
 - expediting the refurbishment programme across the whole of the GLE (as set out below).
 - carrying out all essential works (windows, roofing, heating, ventilation and redecoration) as part of one project, minimising disruption to residents and achieving efficiency in delivery and economies of scale.
 - contributes at an early stage to the work we are doing to address issues and reduce future problems with damp and mould in our homes.

- more certainty in the timescales for delivering the works.
- retaining the original windows that are an integral feature of the GLE and, contribute to the estate's listed status but significantly enhancing their performance in terms of thermal efficiency, acoustics and comfort.
- affordability, consistency, and deliverability.
- greater control over programme delivery (one main contractor).

13. If members of the Community and Children's Services Committee subsequently agree to Option 4, the Major Works Refurbishment Programme for the Golden Lane Estate can be accelerated as set out below:

Activity	Completion Date
Community and Children's Services Committee agrees to Option 2.	13 March 2023
Submission of Application for Listed Building Consent (Phase 1 – Crescent House)	31 March 2023
Planning Decision (8 to 12 weeks)	30 June 2023
Procurement Process	18 August 2023
Contract Award	15 September 2023
Contract/Site Mobilisation	20 October 2023
Start on Site (Crescent House)	November 2023
Estimated Length of Project	18 -24 months

14. We need to be mindful that there may be objections to the proposal at the planning stage that ultimately delay Listed Building Consent. It should also be noted that Option 4 does not require the completion of works to the 'pilot' flat and this may be a concern for Planning who, may want to see the 'pilot' flat completed before deciding whether to approve the application for Listed Building Consent, which will also cause delay.

15. A considerable amount of work has been done on the other blocks on the GLE and, if members do agree to pursue the expanded option for all blocks on the estate, we can commence the consultation process with all residents very quickly. We will also engage with colleagues in Planning at an early stage to try and ensure that the process for achieving Listed Building Consent runs smoothly.

16. It is strongly recommended that we continue to press ahead with Crescent House as a priority, particularly given the progress that has been made to date. We need to make sure that progress with the project for Crescent House is not hampered by issues relating to the other blocks on the GLE.

17. Notwithstanding the above, we do expect that we will be able to submit applications for Listed Building Consent for the other blocks on the GLE in the Autumn of this year, with works potentially starting on site in the Spring of 2024. We are exploring the option of combining blocks into one or two applications but, we need to be mindful that this could lead to several blocks being held up because of issues specific to one of the blocks included in the application. It is generally accepted that Stanley Cohen House is the next priority in terms of condition of the windows.

18. The anticipated timescale for the delivery of the project for the wider estate (eight blocks) is between 2 and 2½ years from the start on site. This includes for the completion of associated roof, ventilation, heating, and redecoration works that must be done at the same time to minimise disruption to residents and to ensure, as far as possible, that the Corporation provides its residents with homes of an acceptable standard, recognising current building safety issues such as damp and mould and adequate and efficient heating systems.
19. If, as requested, members do agree to Option 4, the expanded option, the work to the pilot flat will continue (based on windows Option 2 only) but, we can progress with the substantive works now, without waiting for the works to the pilot flat to be completed.
20. For the purpose of clarification, should Option 4 be agreed by this Committee, we will not pilot any other option for the refurbishment of the windows other than the recommended Option 2.

Issues and risks with current Option 2 for the windows

21. Choosing to go with Option 2, repairing/refurbishing the windows and installing new vacuum glazing, does present some issues that we will need to be mindful of including:
- over time, the windows will need further regular repairs due to their age and design.
 - Option 2 will be more disruptive for residents and may require a decanting strategy. The cost of decanting is included in the estimated project costs set out in this report.
 - we will not know the full extent of the repair works to the existing windows until the glazing is removed. There will be an element of variation and cost to the contract as a result.
 - there will be discrepancies in the finishes of the wood (new compared to old) although, every effort will be made to minimise this.
22. If Option 4 is agreed, provision will need to be made for the regular inspection and maintenance of the refurbished windows to ensure that they remain in a high standard of repair and, any further deterioration in the window frames is identified and remedied at the earliest opportunity.

Estimated Costs and Budgets

23. The current estimated costs and budgets for the Major Works Refurbishment Programme on the GLE are set out in the table and subsequent paragraphs below.

Block	Units	Windows (£)	Roofs (£)	Heating (£)
Crescent House	151	8,500,000	1,250,000	1,000,000
Cullum Welch House	72	2,250,000	200,000	N/A

Great Arthur House	122	610,000	350,000	N/A
Stanley Cohen House	32	1,000,000	250,000	N/A
Maisonette Blocks				
Basterfield House	54	2,160,000	1,250,000	N/A
Bayer House	30	1,200,000	INC ABOVE	N/A
Bowater House	30	1,200,000	INC ABOVE	N/A
Cuthbert Harrowing House	18	720,000	INC ABOVE	N/A
Hatfield House	55	2,200,000	INC ABOVE	N/A
Sub Totals:	564	19,840,000	3,300,000	1,000,000
Fees/consultancy costs/project management etc (10%)		1,984,000	330,000	100,000
Contingency		2,500,000		
Totals:		24,324,000	3,630,000	1,100,000

24. The above estimates for the Major Works Refurbishment Programme include provision for adequate and suitable ventilation. The Contingency Sum of £2,500,000 for the Major Works Refurbishment Programme is included to cover the following possible additional costs:

- additional repair works to existing window frames that are identified as the project proceeds and, the existing window frames are 'opened up' (particularly at Crescent House).
- increases in labour, materials, and resources over the duration of the delivery of the project.
- the potential cost of decanting residents to enable the works to proceed.
- unforeseen and unavoidable delays in project delivery.

25. The total estimated cost of the Major Works Refurbishment Programme for all eight blocks on the Golden Lane Estate, as set out above, is **£29,054,000**.

26. The current total budget provision for the Major Works Refurbishment Programme across all eight blocks on the Golden Lane Estate is £15,033,000. Based on the estimates above, there is therefore a **shortfall** in budget of **£14,021,000**.

27. An additional £14 million has been included in the latest five-year projections for the HRA, phased over the lifetime of the works. These costs are affordable within the HRA financial envelope, subject to phasing being as currently expected and, the implementation of savings of £250,000 per annum on ongoing revenue costs from 2025-26. The affordability projection, however, includes no margin for contingency beyond those included individual projects and, will need to be kept under regular review.

Communication with Residents

28. A Resident Liaison Group (RLG) set up some time ago for this project, meets regularly and, has been working well. If approved by this Committee, we will need to discuss with the RLG our revised course of action and, agree on a strategy for discussing with the wider residents of Crescent House. We believe that we can do this relatively quickly and will ensure that there is adequate communication with all residents on the estate through newsletters, emails and information posted on the GLE website.

Next Steps for Phase 1 (Crescent House)

29. In order that we can progress with the expedited programme, beginning with works at Crescent House on the GLE, the following tasks need to be completed:

- Members to agree to the expanded Option 4.
- Complete ventilation and heating design (this is in progress).
- Consult with residents on the Members decision (this is critical to our timelines and essential to ensure that work can begin before the winter 2023/24). Suitable resources will be allocated to achieve this target.
- Continue with the pilot flat,
- Complete a final 100% survey of the windows ready for tender.
- Finalise the specification ready for tender (this is mostly complete except for the survey mentioned above).

30. A Gateway 4 – Detailed Options Appraisal Report entitled ‘Windows and Common Parts Redecorations – Golden Lane Estate (Phase 1 Crescent House)’ is included on the agenda for this meeting. This report seeks specific approval for the repair option for the refurbishment of the windows for Crescent House (as set out at Option 2 in this report) as well as, approval to the pilot project costs (which will help significantly reduce the risks for the main project) and, agreement to the final scope of the project before proceeding with the Listed Building Application and procurement of the works.

Corporate and Strategic Implications

31. It is important that the Corporation’s assets remain in a good, safe, and statutory compliant condition. All necessary action should be taken to ensure that this remains the case for the lifetime of the asset. The proposals contained in this report will help ensure that this is the case for the Corporation’s homes on the GLE.

Financial Implications

32. The financial implications for the Housing Revenue Account are as set out in Paragraph 16 above.

Equalities Implications

33. There are no equalities implications arising out of this report.

Appendices

None

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