

GREATER LONDON AUTHORITY

REQUEST FOR MAYORAL DECISION – MD2295

Title: Team London Work Programme 2018-2019

Executive Summary:

This MD seeks Mayoral approval of the GLA Team London (Volunteering) 2018-2019 work programme and related expenditure, including the GLA's receipt and expenditure of external income. It also asks for a delegation to the Executive Director for Communities and Intelligence to approve detailed expenditure plans in respect of a pilot project within the reward and recognition programme.

This funding will enable Team London to further support the Mayor's ambition towards improving social integration, social mobility and community engagement for Londoners.

Decision:

That the Mayor approves:

- expenditure for 2018-2019 of up to £913,000 for the Team London Work Programme for 2018-19, funded as follows:
 - £798,000 from Team London's budget
 - £75,000 from the Director of Communities and Intelligence's Minor Programme budget
 - up to £40,000 external funding (see directly below)
- within the above spending envelope:
 - a delegation to the Assistant Director of Team London to receive and spend up to £40,000 of external funding (without the need for a further decision form), as a contribution towards expenses related to the Team London 2018-19 Major Events and Visitor Welcome work strands – noting this is subject to confirmation of funding
 - a delegation to the Executive Director for Communities and Intelligence to approve detailed expenditure plans, via a director decision form, in respect of a potential pilot project within the reward and recognition work strand

Mayor of London

I confirm that I do not have any disclosable pecuniary interests in the proposed decision, and take the decision in compliance with the Code of Conduct for elected Members of the Authority.

The above request has my approval.

Signature:



Date:

5/6/18

PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE MAYOR

Decision required – supporting report

1. Introduction and background

- 1.1 Team London is the Mayor of London's volunteering programme for London. The team also supports the resilience of the voluntary sector. The overarching objectives are to support and promote active citizenship and ensure that the unit contributes to London being a City for All Londoners. All our initiatives focus on convening the public sector, private sector and civil society for the good of London's communities, and ensure that life skills are shared and developed through volunteering.
- 1.2 Team London's work will focus on using volunteering to contribute towards reducing barriers to social mobility, demonstrating improvements in social integration and effective community engagement.
- 1.3 Team London has a database of 126,970 volunteers, works with 2,436 charities, and has engaged with over 36,500 young people and over 2,100 schools.
- 1.4 The Team London programme helps deliver the Mayor's priorities to work with communities and civil society groups across London to encourage active participation in community and civic life, supporting Londoners of all ages to volunteer and take action to improve London. The team is building strong partnerships between the public, private and third sectors, enabling Londoners to have access to the skills needed both personally and within the economy and contributing to the corporate social responsibility and philanthropy objectives of London's businesses.
- 1.5 This MD seeks approval for total expenditure in 2018-19 of up to £913,000 at a net cost to the GLA of £873,000.

2. Objectives and expected outcomes

(Note projects with full approvals are not referenced in the tables that follow to ensure focus on expenditure for which this decision form is seeking approval. However, where the requested funding is in addition to already approved funding, the total expenditure level is referenced for completeness.)

- 2.1 The programme funding will contribute to the following:

Social Mobility	Social Integration	Community Engagement
REDUCING BARRIERS TO SOCIAL MOBILITY: <i>Using volunteering to tackle barriers that prevent Londoners from achieving their potential</i>	DEMONSTRATING IMPROVEMENTS IN SOCIAL INTEGRATION. <i>Unifying Londoners in and across communities through volunteering</i>	EFFECTIVE COMMUNITY ENGAGEMENT: <i>Working with civil society to create more opportunities for Londoners</i>
Unlocking the potential of business through Employee Supported Volunteering		

- 2.2 The context, outcomes and allocation of funding is detailed in the table below:

Reducing barriers to social mobility

Context

- Volunteering has been proven to support the development of life and work-related skills such as leadership, teamwork and communication which can all contribute to helping Londoners achieve their potential.
- Team London will deliver volunteering programmes to enable Londoners to reach their potential through Education, Employment or Training as well as increasing their connections with business.

Our projects target

- Young people.
- Disconnected Londoners – those who are for many different reasons not engaging and are disconnected from civil society and the world of work.
- Under-represented groups – those people who have the desire to partake actively in society but currently face barriers that prevent their participation.

The impact of our work

- Volunteering experiences that develop personal, professional and social skills and deliver education, employment and training outcomes.
- An increase in volunteers' understanding of the world of work/career opportunities, choices, positive role models and pathways into employment.
- Greater representation of young people, disconnected and under-represented Londoners across GLA volunteering programmes.

Specific projects for which expenditure approval is being sought

- HeadStart Action, a volunteering programme which uses a place based approach, working with community partners to connect young people who are at risk of becoming NEET with employers and with local social action opportunities.

Funding decision requested via this MD

- An additional £10,000 in respect of HeadStart Action to pay for operational expenses, including an advisory board and HeadStart events.

Approvals already in place

- Separate expenditure approvals totalling £282,000 already exist for HeadStart Action, given under cover of MD2265, DD2174 ,ADD2171 and ADD2230.
- This decision would therefore bring the total level of expenditure approved to £292,000.

Total funding decision under this MD: £10,000

Demonstrating improvements in social integration

Context

- Volunteering can unite individuals and communities together towards commonality. It promotes the interaction of individuals from different backgrounds both geographically and demographically.

- Team London will work to unify Londoners in and across communities through the power of volunteering and social action.

Our projects target

- All Londoners - creating a culture of volunteering by making access to volunteering easier, more accessible and an established part of what being a Londoner is about.
- Civil society - work at the grassroots with civil society to help organisations offer more volunteering roles to their local community.
- Community - establishing a sense of pride in the community and the city – unifying Londoners towards common causes, making them proud of their contribution to a City For All Londoners.

The impact of our work

- Increased number of Londoners from varied backgrounds and boroughs involved in volunteering and social action.
- Increased pride in the city and the community.
- People more socially aware and integrated.
- Increased number of Londoners who consider themselves to be an active citizen.

Specific projects/programmes for which expenditure approval is being sought

- Team London Ambassadors and Major Event Volunteering, a programmes that supports Londoners of all backgrounds to volunteer supporting visitors to London either during peak tourist season or at major events in the city.
- Team London Young Ambassadors, a youth social action programme which engages with London schools enabling them to empower their pupils to volunteer in social action based projects in their local area.

Funding decisions requested via this MD

- Expenditure of up to £41,000 from the Visitor Welcome budget to deliver the London Ambassador programme. This expenditure will contribute to operational expenses including the Team London Ambassador Pods and the printing of maps.
- A delegation to the Assistant Director of Team London to receive and spend up to £40,000 external funding (without the need for a further decision form), as a contribution towards expenses related to the Team London 2018-19 Major Events and Visitor Welcome work strands – noting this is subject to confirmation of funding. This funding will be spent equally on the two work strands, contributing towards the presence of Team London Ambassadors at locations and events such as Gatwick, The Big Half and the London Marathon. Agreements will be entered into with partners to govern the receipt of this funding.

Approvals already in place

- Visitor Welcome and Major Events already have approval for expenditure of £150,000, given under cover of MD2188.
- This decision would therefore bring the total level of expenditure approved to £231,000.

Total funding decision under this MD: £81,000

Effective Community Engagement

Context

- Team London will work with civil society to create more opportunities for Londoners to volunteer and to be supported by volunteers, we will do this by:
 - Building new, sustainable relationships between public sector, private sector and civil society
 - Providing a platform for the voice of civil society – ensuring grassroots organisations are connected with the GLA
 - Championing best practice across the sectors – to enable efficiencies in learning and development

The impact of our work

- An increased number of cross-sector partnerships that focus on the resilience of civil society.
- Grassroots organisations will have clearer communication routes with the GLA
- Greater reward, recognition and publicity of interventions that are working in London's civil society.

Specific projects/programmes for which expenditure approval is being sought

Building new sustainable relationships

- Awareness work to raise the profile of Team London, including expenditure on volunteer tracking, media, events and staffing costs.
- Team London website, to fund the development of the GLA's volunteering portal that brings together potential volunteers and volunteering opportunities.
- A package of interventions, including through grant funding awards, to support civil society by increasing the capacity of the third sector and helping organisation and individuals that support his sector to develop their skills.
- Bringing together the third sector with business and the community and in particular facilitating Employee Supported Volunteering.
- Working in partnership with Communities and Social Policy to support the GLA's role as a pan-regional body with a stake in supporting a strong and vibrant civil society ecosystem in London.

Championing best practice

- As part of the reward and recognition workstream, delivering the Mayor's annual awards for volunteering to recognise the dedication of Londoners across the capital; developing, in partnership, a new platform and approach for reward and recognition for volunteering in London and assessing if we should commission roll out on a larger scale.
- Through Team London small grants, delivering a small grant fund to grassroots organisations supporting Londoners to volunteer, matching themes to key Mayoral priorities.

Funding decisions requested via this MD

- Expenditure of £67,000 for Team London awareness activity.
- Expenditure of up to £123,000 on external services to design and deliver a new Team London microsite (made up of: £48,000 from the Team London budget and £75,000 from the Executive Director's Minor Programmes Budget).
The new microsite will be fully integrated with the london.gov.uk digital family. The website will retain the existing core volunteer recruitment functionality while enhancing the digital experience for volunteers and charities.

- Expenditure of up to £457,000 to support the reward and recognition workstream. This will include:
 - research, scoping, branding support and events
 - temporary staffing capacity within the team
 - the Team London Awards 2018
 - a reward and recognition pilot scheme, which may take the form of a rewards card, depending on the outcomes of research. Expenditure approval is subject to the Executive Director agreeing the detail of the pilot under delegation through a director decision form
- Expenditure of up to £75,000 on projects to increase the capacity of the civil society. Note separate decision forms will be brought forward to agree any grants of over £10,000.
- Expenditure of up to £100,000 on the delivery of the annual Team London Small Grant programme to support small charities in London increase their volunteering offer.

Approvals already in place

- The Team London website already has approval in place for expenditure of £52,000 under cover of MD2124. Therefore total approved expenditure on this work will amount to £175,000.

Total funding decision under this MD: £822,000

3. Equality comments

- 3.1.1 Under Section 149 of the Equality Act 2010, as a public authority, the GLA must have 'due regard' of the need to:
- eliminate unlawful discrimination, harassment and victimisation; and
 - advance equality of opportunity and foster good relations between people who have a protected characteristic and those who do not.
- 3.1.2 Equal Opportunities are enshrined within Team London's programmes. Team London volunteering projects aim to ensure that all Londoners can access volunteering opportunities and indeed by doing so support other Londoners equally throughout the city.
- 3.1.3 Our projects particularly promote equal life chances; reducing barriers to social mobility, demonstrating improvements in social integration and effective community engagement. This will involve working with young people, under-represented and disconnected Londoners to connect them, through volunteering, with education, training and the world of work.
- 3.1.4 We have commissioned research to look at the barriers and challenges involved in getting Londoners to participate in volunteering. This is to support our work on Reward and Recognition and ensure that we structure our volunteering and social action programmes in a way that is as appealing and accessible as possible.
- 3.1.5 The programme will specifically target young people with protected characteristics including race and sexual orientation. A key goal of this programme is to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it. In particular it will target young Londoners from more diverse and deprived backgrounds who might experience significant barriers to participating in social action and volunteering, look at how to overcome these barriers and motivate and reward young people in ways that support them to grow.

- 3.1.6 Our work also embraces London's diversity by connecting Londoners from a variety of demographical and geographical backgrounds together in support of commons causes. In addition we recognise volunteers from every area in London through our Awards ceremony.
- 3.1.7 Team London has targeted itself with growing the numbers of volunteers aged 59+ in the capital, and with enabling young people from diverse and deprived background to become involved in volunteering and social action.
- 3.1.8 The Team London programme will provide flexibility to those who have specific needs such as a disability or special educational needs, by ensuring that any content and delivery is adapted to meet different needs and where required, support equipment will be made available. Physical access to learning will be considered and arrangements will be made where required.

4. Other considerations

4.1 Key risks and issues

Risk	Mitigating Action	Risk Rating
Delays in undertaking any of the activities listed above (due to not having budgets or agreements in place) are likely to lead to an interruption in service provision that may have a negative reputational impact on the Mayor.	The timelines and expected costs for all activities have been reviewed. Team London maintains a programme plan and risk register to flag any issues and monitor risks and mitigations.	Green
The Visitor Welcome programme requires planning permission to use the different sites in London for the pods, it is assumed that this will come through as we are using mainly the same sites as last year.	We can deploy the programme without the pods if absolutely necessary.	Green
Safeguarding – many of the TL programmes work with delivery partners who work with vulnerable young people and adults – potential for safeguarding issues.	Ensure that in due diligence and organisational vetting there is sufficient consideration of safeguarding requirements, follow advice from GLA safeguarding lead on correct protocols to follow	Green
Website/Technology; GLA technology teams suggest that the new TL microsite will cost up to £175,000 which is £75,000 more than originally budgeted. In addition, work may take up to 7 months. The current TL site has not been promoted in anticipation of new site which means that volunteer registrations have been dropping through lack of active promotion.	Obtained additional budget from the Minor Programmes budget to cover the increased cost amount. Working with technology teams to undertake procurement.	Amber
Reward and recognition- pilot work provides insufficient data in order to ensure that commissioning decision can be	Relatively small investment to date, pilot will give us a better evidence base than previously so value for money will have been achieved, can	Amber

taken about next steps for programme.	choose to carry out further exploratory work rather than go for full blown commissioning at this stage	
Insufficient resources to enable delivery of wider programme, resulting in programme failure.	These programmes are evolved from current work areas and as such resources are in place within the Team London team with consideration of resource needs and how to work with other teams and external partners to delivery our aims and objectives a part of our ongoing work methodology.	Green

4.2 Links to Mayoral strategies and priorities

4.2.1 The Team London 2018-19 work programme will contribute towards:

- Working with communities and civil society groups across London to encourage active participation in community and civic life. That means supporting Londoners of all ages to volunteer and to take action to improve our city
- Encouraging more Londoners to get involved in volunteering for, and connecting with, others in their community, supporting the aims and objectives of the Social Integration Strategy
- Building strong partnerships between the private sector, public and voluntary agencies
- Pro-business: supporting CSR and philanthropy objectives in London
- Supporting events that encourage Londoners to get involved in Volunteering
- Inspiring young people to foster valuable life skills by becoming active citizens in their local area, and bringing communities together in a way that is now more important than ever, building on the recommendations in the Skills Strategy
- Supporting #LondonIsOpen; welcoming tourists, enhancing major events
- Empower all Londoners to access the education and skills needed to participate in society and progress in education and in work including careers education and increased employer encounters

4.3 Impact Assessments and consultations

- 4.3.1 We consult relevant groups and stakeholders when undertaking any new programmes e.g. the SkillUP programme researched through the FSI the development requirements of small charities in order to influence workshops and modules offered which would be of most use and relevance to the small charity sector.
- 4.3.2 There is an established Advisory Board for Team London to ensure we have the voice of all relevant parties shaping the future of the programme to ensure it is relevant, efficient and delivering the best volunteering related outcomes for Londoners.

5. Financial comments

- 5.1 Approval is being sought for expenditure of up to £913,000 on the Team London Work Programme for 2018-19, and receipt of £40,000 in external income to support the programme.

- 5.2 The net cost to the GLA is £873,000. Of this amount, £798,000 will be funded from Team London's Budget for 2018-19, and the balance (specifically against the Website and Awareness Programme), will be funded from the Director of Communities and Intelligence's Minor Programme budget for 2018-19. Below is breakdown of cost by programme.

Programme	Expenditure	Income	Net cost to the GLA
	£000	£000	£000
Website and Awareness	190		190
Visitor Welcome	61	20	41
Events	20	20	0
HeadStart	10		10
Reward & recognition	457		457
Team London small grants programme	100		100
Support for civil society	75		75
Total	913	40	873

6. Legal comments

- 6.1 The foregoing sections of this report indicate that:

- (a) the decisions requested of the Mayor concern the exercise of the GLA's general powers, falling within the GLA's statutory powers to do such things considered to further or which are facilitative of, conducive or incidental to the promotion of economic development and wealth creation, social development or the promotion of the improvement of the environment in Greater London; and
- (b) in formulating the proposals in respect of which a decision is sought officers have complied with the Authority's related statutory duties to:
 - pay due regard to the principle that there should be equality of opportunity for all people;
 - consider how the proposals will promote the improvement of health of persons, health inequalities between persons and to contribute towards the achievement of sustainable development in the United Kingdom; and
 - consult with appropriate bodies.

- 6.2 In taking the decisions requested, the Mayor must have due regards to the Public Sector Equality Duty; namely the need to eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010, and to advance equality of opportunity between persons who share a relevant protected characteristic (race, disability, gender, age, sexual orientation, religion) and foster good relations between persons who share a relevant protected characteristic and persons who do not share it (section 149 of the Equality Act 2010). To this end, the Mayor should have particular regard to section 3 (above) of this report.

- 6.3 Officers must ensure that they are content that the GLA can comply with any conditions to which the external funding is subject and in any event no reliance should be placed upon such funding until there is a legally binding commitment from the external stakeholders to provide the same.

- 6.4 To the extent that the GLA intends to award grant funding to third parties in respect of projects that align with the programmes detailed above, officers should ensure any funding is distributed

fairly, transparently, in accordance with the GLA's equalities and in manner which affords value for money in accordance with the Contracts and Funding Code.

- 6.5 Officers must also ensure that an appropriate funding agreement is put in place between and executed by the GLA and recipient(s) before any commitment to fund is made.
- 6.6 Any supplies and/or services required must be procured by Transport for London Procurement who will determine the detail of the procurement strategy to be adopted in accordance with the GLA's Contracts and Funding Code.
- 6.7 Officers must ensure that appropriate contract documentation is put in place and executed by the proposed service provider(s) and the GLA before the commencement of the required suppliers/services.

7. Deliverables

	Deliverables	GLA lead	Planned date
1	Submit MD for expenditure for agreed work programme	A Wilcock	May 2018
2	Complete reward and recognition pilot assessment study	A Wilcock	August 2018
3	Deliver Small Grants programme	J D'Souza	September 2018
4	Deliver third sector support programme	A Wilcock	Mar 2019
5	Deliver Team London Ambassador Programme	J Smith	September 2018
6	Deliver phase 2 of Team London Young Ambassadors programme	J Smith	March 2019
7	Deliver HeadStart Action	S Kooner	February 2019

Appendices and supporting papers: None

Public access to information

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOI Act) and will be made available on the GLA website within one working day of approval.

If immediate publication risks compromising the implementation of the decision (for example, to complete a procurement process), it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary. **Note:** This form (Part 1) will either be published within one working day after approval or on the defer date.

Part 1 Deferral:

Is the publication of Part 1 of this approval to be deferred? NO

Part 2 Confidentiality: Only the facts or advice considered to be exempt from disclosure under the FOI Act should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a part 2 form -NO

ORIGINATING OFFICER DECLARATION:

Drafting officer to confirm the following (✓)

Drafting officer:

Karen Reed has drafted this report in accordance with GLA procedures and confirms the following:

✓

Sponsoring Director:

Alice Wilcock has reviewed the request and is satisfied it is correct and consistent with the Mayor's plans and priorities.

✓

Mayoral Adviser:

Matthew Ryder has been consulted about the proposal and agrees the recommendations.

✓

Advice:

The Finance and Legal teams have commented on this proposal.

✓

Corporate Investment Board

This decision was agreed by the Corporate Investment Board on the 4 June 2018.

EXECUTIVE DIRECTOR, RESOURCES:

I confirm that financial and legal implications have been appropriately considered in the preparation of this report.

Signature

m. d. allie

Date

4.6.18

CHIEF OF STAFF:

I am satisfied that this is an appropriate request to be submitted to the Mayor

Signature

D. Bellamy

Date

4/6/2018.

