

REQUEST FOR ASSISTANT DIRECTOR DECISION – ADD178

Title: Topé Christmas Day event for young care leavers.

Executive Summary:

The Topé project's Christmas Day event supports vulnerable care leavers who are alone and or homeless on Christmas Day. The GLA provided funding for young care leaver's travel to and from the event.

Decision:

That the Assistant Director approves £5,091 for the cost of transport for the Topé Project's Christmas Day 2013 event.

AUTHORISING ASSISTANT DIRECTOR/HEAD OF UNIT:

I have reviewed the request and am satisfied it is correct and consistent with the Mayor's plans and priorities.

It has my approval.

Name: Amanda Coyle

Position: Assistant Director of Health & Communities

Signature:

Date: 1 April 2014

PART I - NON-CONFIDENTIAL FACTS AND ADVICE

Decision required – supporting report

1. Introduction and background

The Topé project was set up to support vulnerable care leavers who are alone and or homeless on Christmas Day, in memory of Topé, a 23 year old care leaver who took his life a few years ago.

The Topé project was set up by volunteers from City Hall, the City of London, London boroughs and the voluntary sector as a Community Interest Company (CIC) in 2012. The Project organises a number of events during the year. The main emphasis of the project is a Christmas Day event for the hundreds of care leavers who are left alone and or homeless at Christmas time. The first Christmas Day event was held in 2012 and its costs were met through the public sector, staff, and business donors.

After the success of the 2012 event the GLA committed to provide direct support in 2013, specifically towards travel costs. The use of City Hall as the venue had initially been sought but this proved not feasible as it was shut on the day.

The event was held at Inspire the Crypt, St Peter's Church in Southwark, a venue that was provided free of charge. Tesco donated all the food, other organisations such as Arsenal Football Club, Thornton's and Ted Baker donated gifts.

2. Objectives and expected outcome

The Christmas Day event had targets to engage with at least 80 young care leavers and 25 volunteers. It provided safe shelter, hot food and group activities, and also signposted young people to relevant support services. In the event, over 100 young care leavers attended the 2013 Christmas Day event together with 30 volunteers.

3. Other considerations

Key risks and issues

Fully qualified volunteers were involved in the preparation and on the day so any risks were minimal and the event happened without any incidents.

As there is no public transport on Christmas Day, the GLA funded alternative transport. The GLA sought quotations from a number of minicab firms and selected South London Cars to undertake this service, who offered a competitive rate. Many minicab firms were unable to meet this level of demand for cars on Christmas Day.

Quotations were sought from 5 taxi firms prior to the date but the GLA was not able to give details of the exact number of young people or where they lived. This coupled with the fact that the request was being made for a large number of taxis on Christmas Day meant that only South London Cars agreed to deliver the service. South London Cars charged fare and a half as it was Christmas Day, whilst other firms were quoting double fare. Average travel cost was £39 per head however there were a wide range of actual costs as young people came from across London including outer Boroughs. Wherever possible young people shared taxis to minimise costs, and where they could volunteers travelled by private car.

Total travel costs had been forecast to be just under the £5,000 threshold so a Delegated Authority Record (DAR) was initially prepared. Actual costs slightly exceeded the threshold (by £91) as more young care leavers attended than was anticipated. Whilst the DAR was completed and signed for the approval of £5,091 as soon as the initial invoice was received, it was agreed through subsequent discussions that approval should in fact be formalised through an ADD, given it is £91 over the DAR delegation limit.

Links to Mayoral strategies and priorities

The event links directly to the Mayoral priority to provide positive activities and support for vulnerable children and young people such as care leavers.

Impact assessments and consultations.

Young care leavers directly suggested holding a Christmas Day event. During 2010/11 the GLA hosted a series of events ‘building a life beyond care’ at which the issue of isolation over Christmas was highlighted.

4. Financial comments

- 4.1 The costs of £5,091 specifically for the alternative transport on Christmas Day 2013 is being funded from the under-spending ‘Neer Peer Mentoring’ budget held within the Health & Communities Unit. All appropriate budget adjustments will be made.
- 4.2 The Education & Youth Team within the Health & Communities Unit was responsible for managing this initiative.

5. Legal Comments

Legal have confirmed that there are no specific legal implications pertaining to this proposal.

6. Planned delivery approach and next steps

Activity	Timeline
Top level project planning for 2013 Christmas Day event	June 2013
Delivery Start Date	Dec 2013
Delivery End Date: Final evaluation start and finish (self)	Dec 2013 Mar 2014

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

If YES, for what reason:

Until what date: (a date is required if deferring)

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:

Rebecca Palmer has drafted this report in accordance with GLA procedures and confirms that the Finance and Legal teams have commented on this proposal as required, and this decision reflects their comments.

✓

HEAD OF GOVERNANCE AND RESILIENCE:

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

Signature:

Date: