

PLEASE BRING THIS AGENDA WITH YOU

1

The Lord Mayor will take the Chair at ONE
of the clock in the afternoon precisely.



COMMON COUNCIL

SIR/MADAM,

You are desired to be at a Court of Common Council, at **GUILDHALL**, on
THURSDAY next, the 15th day of **October, 2015**.

JOHN BARRADELL,
Town Clerk & Chief Executive.

*Guildhall,
Wednesday 7th October 2015*

Sir Roger Gifford

Peter Hewitt

}

Aldermen on the Rota

2

1 Question - That the Minutes of the last Court are correctly recorded?

2 To read a Vote of Thanks to the Lord Mayor.

3 The Right Honourable The Lord Mayor to lay before the Court a letter of the Lord Mayor Elect declaring his assent to take upon himself that Office.

4 Resolutions on Retirements, Congratulatory Resolutions, Memorials.

5 The Right Honourable The Lord Mayor's report on overseas visits.

6 To elect a Chief Commoner.

In accordance with Standing Order No. 18, Tom Hoffman and Michael Welbank, M.B.E. have valid nominations for the office. The candidates' supporting statements are the subject of a printed and circulated report.

(N.B. A notice of the nominees is on display in the Members' Reading Room)

7 Statement from the Chairman of the Policy and Resources Committee.

8 Docquets for the Hospital Seal.

9 List of applicants for the Freedom of the City:

(A list of names, together with those of the nominators, has been separately circulated).

10 The Remembrancer's report of measures introduced into Parliament which may have an effect on the services provided by the City Corporation.

Subordinate Legislation

Title	with effect from
The Housing (Right to Buy) (Prescribed Forms) (Amendment) (England) Regulations 2015, S.I. No. 1542	17 August 2015
The School Teachers' Pay and Conditions Order 2015, S.I. No. 1582	1 September 2015
The Packaging (Essential Requirements) Regulations 2015, S.I. No. 1640	1 October 2015
The Smoke and Carbon Monoxide Alarm (England) Regulations 2015, S.I. No. 1693	1 October 2015
The Counter-Terrorism and Security Act 2015 (Risk of Being Drawn into Terrorism) (Guidance) Regulations 2015, S.I. No. 1697	17 September 2015

(The text of the measures and the explanatory notes may be obtained from the Remembrancer's office.)

11 To appoint the following:-

- a) One Member on the **Police Committee**, for the balance of a term expiring in April 2017.

Nominations received:-

Nicholas Michael Bensted-Smith, J.P.
Emma Edhem
John George Stewart Scott, J.P.
James Richard Tumbridge

- b) One Member on the **Hampstead Heath, Highgate Wood and Queen's Park Committee**, for the balance of a term expiring in April 2016.

Nominations received:-

Michael Hudson

- c) Four Members on the **Ceremonial Protocols Working Party**, two of whom must have fewer than 10 years' service on the Court and two of whom must have more than 10 years' service.

This Working Party has been established by the Policy and Resources Committee to review the City Corporation's ceremonial protocols and practices, with the intention of examining the principles behind each protocol – particularly where there have been changes in practice over recent years – and bringing them up to date to reflect current circumstances.

*+ denotes more than ten years' service on the Court; and
< denotes fewer than ten years' service on the Court.*

Nominations received:-

< Henry Nicholas Almroth Colthurst
< Karina Dostalova
+ Simon D'Olier Duckworth, O.B.E., D.L.
< Sophie Anne Fernandes
+ Wendy Mead, O.B.E.
+ Joyce Carruthers Nash, O.B.E., Deputy
+ Ann Marjorie Francesca Pembroke
+ John George Stewart Scott, J.P.
< Dr. Giles Robert Evelyn Shilson, Deputy
< Tom Sleigh
< Graeme Martyn Smith

- d) One Member on the **Trust for London**, for the balance of a term expiring in April 2020.

Nominations received:-

Alison Gowman, Alderman

- e) One Member on the **Board of Governors of the Museum of London**, for a three year term expiring in November 2018.

** denotes a Member standing for re-appointment*

Nominations received:-

*Tom Hoffman

Graeme Martyn Smith

- f) One Member on the **Dr Johnson's House Trust**, for a two year term expiring in October 2017.

** denotes a Member standing for re-appointment*

Nomination received:-

*Jeremy Lewis Simons

- g) One Member on the **City Arts Trust**, for a four year term expiring in October 2019.

** denotes a Member standing for re-appointment*

Nomination received:

*Wendy Mead, O.B.E.

12 QUESTIONS

13 MOTIONS

14 AWARDS AND PRIZES

National recognition for the Director of Markets and Consumer Protection

Report of the Chairman of the Markets Committee.

“David Smith, Director of Markets and Consumer Protection, was presented with the award for making an ‘outstanding contribution to the markets industry’ by the National Association of British Market Authorities (NABMA) at their conference on 21 September 2015.

NABMA’s Chief Executive, Graham Wilson OBE, presented David with the award, stating:

“Each year NABMA makes an award to an individual who has made an outstanding contribution to the markets industry. The award has been in existence for several years and has featured a wide variety of people from different backgrounds. Two years ago the award was renamed the Krys Zasada award in memory of NABMA's Policy Officer. This year's recipient is David Smith CBE who joined the Corporation of London in 2003 and since that time has been responsible for three of the UK's premier Wholesale Markets at Billingsgate, Smithfield and New Spitalfields. David has not only demonstrated exemplary leadership in the management of these markets but has worked to promote markets nationally and internationally through NABMA and The World Union of Wholesale Markets. He has been Chairman of NABMA's Wholesale Forum, bringing together Wholesale Markets throughout the country, and was also instrumental in the formation of the Association of London Markets. David is a worthy recipient of NABMA's award.”

I commend this achievement to the Court.”

15 POLICY AND RESOURCES COMMITTEE

(Mark John Boleat)

16 July 2015

(A) Promotion of a City of London Corporation (Open Spaces) Bill

The Management Committees for the City Corporation’s Open Spaces have agreed that it would be desirable to promote a private Bill in Parliament to make changes to the legislative framework governing the Open Spaces. This follows a local consultation exercise carried out early this year. We are supportive of the promotion of a Bill and have considered and agreed detailed proposals for your consideration.

The aim of the changes will be to clarify and expand the management powers available to the City of London Corporation, to increase opportunities to generate revenue for the benefit of the Open Spaces (consistently with their status as public places of recreation and enjoyment), and to strengthen enforcement powers.

We therefore **recommend** that approval be given to the promotion of a City of London Corporation (Open Spaces) Bill to seek the legislative changes described in this Report, and that a Petition to Parliament be prepared and sealed accordingly.

24 September 2015

(B) Increasing the Supply of Homes: Role of the City of London Corporation

The supply of affordable homes for households on low and middle incomes in London is insufficient to meet current demand. This not only affects London’s communities, but it also presents a risk to the capital’s competitiveness and its economy. Meeting London’s housing needs is critical and the issue cannot be addressed in isolation: it requires the commitment and action of all local authorities to adopt measures for a new supply of homes. We have considered proposals on how the City of London Corporation can play its part to address the provision of additional housing and we have agreed a policy entitled “*Increasing the Supply of Homes – the Role of the City of London Corporation*”.

The Policy sets out the scope of what the City Corporation can do in respect of the provision of increased housing. It includes a commitment to increase the supply of homes on City Corporation’s social housing estates by 25 per cent, and provide 3,000 additional homes on development sites in our ownership. In doing so the City Corporation will be able to deliver a range of homes – those that are social rented, homes that offer shared ownership and homes for market sale and rent.

The Increasing the Supply of Homes Policy has been developed in response to the capital’s housing shortage. It is presented as a separately printed and circulated report and we **recommend** you endorse it accordingly.

24 September 2015

(C) Local Government Pensions Board: Revision to Appointment Process

At present, the Terms of Reference for the Local Government Pensions Board state that the Scheme Member representatives appointed to the Board are to be “selected by election by Scheme Members”. In September 2015, your Policy and Resources Committee agreed that amending the Terms of Reference so that Scheme Member representatives are appointed through an open and transparent appointment process, against an agreed set of criteria, would be the most effective way to ensure that

appropriate candidates are selected. This process would also be significantly more cost effective than staging an election, and would also be in line with the approach being taken by many London Borough Councils.

We now submit a separately printed and circulated report thereon and **recommend** that the Court of Common Council approves the proposed amendment to the Terms of Reference of the Local Government Pensions Board.

24 September 2015

(D) City of London Corporation Aviation Policy

The City of London Corporation has consistently supported expansion in aviation capacity. In light of the recommendations of the recent Airports Commission, your Policy and Resources Committee has considered the adoption of a formal aviation policy position to inform, as far as possible, the Government's response to those recommendations, which is expected by the end of 2015.

We now submit a separately printed and circulated report, setting out a proposed policy position, and **recommend** that it be endorsed accordingly.

16 **HOSPITALITY WORKING PARTY OF THE POLICY & RESOURCES COMMITTEE**

(Deputy Billy Dove, O.B.E., J.P., Chief Commoner)

16 September 2015

(A) Applications for the Use of Guildhall

In accordance with the arrangements approved by the Court on 21 June 2001 for the approval of applications for the use of Guildhall, we now inform the Court of the following applications which have been agreed to:-

<u>Name</u>	<u>Date</u>	<u>Function</u>
Bank of England	Wednesday 11 November 2015	Conference
HSBC	Thursday 21 January 2016	Dinner
Oliver Wyman	Wednesday 3 February 2016	Dinner
City Food Lecture Organising Committee	Tuesday 16 February 2016	Lecture
The Worshipful Company of World Traders	Thursday 25 February 2016	Lecture
CoL International Women's Day Group	Friday 4 March 2016	Conference
Institute of Marine Engineering, Science and Technology	Friday 18 March 2016	Dinner
Army Benevolent Fund	Thursday 7 April 2016	Lunch

Comparative Health Knowledge Systems	Tuesday 10 May 2016	Dinner
The London Platinum and Palladium Market	Tuesday 17 May 2016	Reception
ClearView Financial Media	Thursday 19 May 2016	Awards Ceremony
British Red Cross	Monday 10 October 2016	Dinner
Four Colman Getty	Tuesday 11 October 2016	Dinner

16 September 2015

(B) European Bank for Reconstruction and Development Governors' Dinner

It is proposed that the City of London Corporation host a dinner for the Governors of the European Bank for Reconstruction and Development (EBRD) at Mansion House on Tuesday 10 May 2016, prior to its 25th annual meeting.

The guest list would include, in addition to the Governors of the EBRD (normally politicians at Finance Minister level appointed by each of the countries participating in the EBRD), those of its Directors who are based in London, and representatives of international institutions and the EBRD's Executive Committee.

We **recommend** that appropriate hospitality be granted and that arrangements be made under the auspices of the Policy & Resources Committee; the cost to be met from City's Cash and within the approved cost parameters.

This would be a Committee event.

16 September 2015

(C) Education Lecture

It is proposed that the City of London Corporation host a reception and dinner at Guildhall following an address on education policy to be given by the Secretary of State for Education on Tuesday 23 February 2016.

This event would provide an opportunity for the City to highlight its commitment to education, and to bring together key policy makers from business and educational institutions. It will offer a valuable opportunity to build contacts across the range of educational organisations supported by the City. The guest list would include leading figures from business and education, and representatives from Livery Companies, national educational organisations and the media.

We **recommend** that appropriate hospitality be granted and that arrangements be made under the auspices of the Education Board; the cost to be met from City's Cash within the approved cost parameters and with a contribution from the Worshipful Company of Educators.

This would be a Committee event.

(D) Commonwealth High Commissioners' Dinner

It is proposed that the City of London Corporation support a dinner at Mansion House for Commonwealth High Commissioners on Wednesday 9 March 2016 to mark the annual Commonwealth Observance in the 90th year of The Queen's reign.

This event would provide an opportunity for the City to continue its engagement with the Commonwealth and help facilitate dialogue between those with business interests in Commonwealth countries and their representatives in London and related institutional organisations. The guest list would include Commonwealth High Commissioners, selected business guests with Commonwealth interests and other relevant institutional representatives.

We **recommend** that appropriate hospitality be granted and that arrangements be made under the auspices of the Hospitality Working Party; the cost to be met from City's Cash and within the approved cost parameters.

17 **FINANCE COMMITTEE****(Roger Arthur Holden Chadwick)**

22 September 2015

City of London Corporation Procurement Code 2015

The City of London Corporation's procurement regulations require updating to reflect EU Procurement Directives and to bring them into line with new legislation introduced by the Government in 2015 (specifically the UK Public Contract Regulations 2015 and the Small Business and Employment Act 2015). These changes have been incorporated into a revised City of London Corporation Procurement Code 2015, along with a number of recommended operational changes to drive further procurement efficient and savings.

Your Finance Committee considered and approved the proposed Procurement Code in September 2015, subject to a small number of amendments which have now been made. A separately printed and circulated report is now submitted for your approval, **recommending** that the Court of Common Council adopts the new City of London Corporation Procurement Code 2015.

18 **POLICE COMMITTEE****(James Henry George Pollard, Deputy)**

2 October 2015

Appointment of Commissioner of Police

In accordance with Standing Order No. 62(1), the Appointment Panel established by your Police Committee submit a candidate for appointment to the Office of Commissioner of Police for the City of London to be appointed on a date to be confirmed subject to receipt of approval of Her Majesty The Queen (to be sought in accordance with Section III of the City of London Police Act 1839) and subsequently to the candidate taking an Oath before one of Her Majesty's Judges.

MOTION - To exclude the public.

The candidate will appear before the Court of Common Council and will be asked to provide a short presentation to Members. Upon the candidate's withdrawal from the Court, a ballot by Members will be held for the appointment. On completion of that,

the public will be re-admitted and the decision of the Court can be made known. Our non-public report has been printed and circulated for consideration by Members only and its contents include exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act, 1972.

19 SOCIAL INVESTMENT BOARD

(Peter Hewitt, Alderman)

18 September 2015

Progress Report

The Social Investment Fund was established in 2012 and is a key component of the City of London Corporation's strategy to develop London as a global centre for social investment (investments that produce both a financial return and demonstrable social benefit).

The Fund has committed almost £9m since it was established supporting a broad range of social projects. It has become apparent that the previously agreed split between investments in London-based, UK-based and International activities is unachievable within the current social investment market, which is still in its infancy. To maintain the Fund's current work and the deployment rate, we therefore submit a separately printed and circulated report which details the investment portfolio to date, provides details of the geographic spread of investments, and **recommends** that the Court of Common Council agree to permit the City of London Corporation's Social Investment Fund to combine its UK and London ring-fences until October 2016.

MOTION

20 By the Chief Commoner

"That the public be excluded from the meeting for the following items of business below on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Local Government Act, 1972:-

- A) recommendations of the Establishment Committee concerning the creation of a post within the Chamberlain's department;
- B) action taken under urgency procedures in approving recommendations of the Property Investment Board concerning the disposal of a property; and
- C) item 18, a report of the Police Committee in relation to the appointment of the Commissioner of Police for the City of London?"

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YARROW, MAYOR

COURT OF COMMON COUNCIL

10th September 2015
MEMBERS PRESENT

ALDERMEN

Sir Michael David Bear
Charles Bowman
Peter Estlin
Sir Roger Gifford
Alison Gowman
David Andrew Graves
Timothy Russell Hailes JP

Gordon Warwick Haines
Peter Hewitt
Sir David Howard Bt
Sir Paul Judge
Vincent Thomas Keaveny
Ian David Luder JP
Professor Michael Raymond Mainelli

The Lord Mountevans, Jeffrey Evans
Sheriff Dr Andrew Charles Parmley
Matthew Richardson
William Anthony Bowater Russell
Dame Fiona Woolf
Sir David Wootton
The Rt Hon the Lord Mayor, Alan Colin Drake
Yarrow

COMMONERS

John Alfred Barker, OBE, Deputy
John Bennett, Deputy
Nicholas Michael Bensted-Smith, JP
Christopher Paul Boden
Mark Boleat
Keith David Forbes Bottomley
David John Bradshaw
Roger Arthur Holden Chadwick
Nigel Kenneth Challis
John Douglas Chapman, Deputy
Henry Nicholas Almroth Colthurst
Dennis Cotgrove
Alexander John Cameron Deane, Deputy
Karina Dostalova
William Harry Dove OBE, Deputy (Chief Commoner)
Simon D'Olier Duckworth, OBE, DL
Emma Edhem
Anthony Noel Eskenzi, CBE, Deputy
John William Fletcher
William Barrie Fraser, OBE, Deputy
Stuart John Fraser, CBE

Marianne Bernadette Fredericks
Lucy Frew
George Marr Flemington Gillon
Stanley Ginsburg, JP, Deputy
The Revd Stephen Decatur
Haines, Deputy
Brian Nicholas Harris, Deputy
Graeme Harrower
Christopher Michael Hayward
Tom Hoffman
Ann Holmes
Robert Picton Seymour Howard, Deputy
Michael Hudson
Wendy Hyde
Jamie Ingham Clark, Deputy
Clare James
Alastair John Naisbitt King, Deputy
Gregory Alfred Lawrence
Vivienne Littlechild JP
Oliver Arthur Wynlayne Lodge, TD
Edward Lord, OBE, JP

Professor John Stuart Penton Lumley
Paul Nicholas Martinelli
Jeremy Mayhew MA, MBA
Catherine McGuinness, Deputy
Andrew Stratton McMurtrie, JP
Wendy Mead, OBE
Robert Allan Merrett, Deputy
Brian Desmond Francis Mooney
Gareth Wynford Moore
Alastair Michael Moss, Deputy
Sylvia Doreen Moys
Joyce Carruthers Nash, OBE, Deputy
Barbara Patricia Newman, CBE
Graham David Packham
Dhruv Patel
Judith Lindsay Pleasance
James Henry George Pollard, Deputy
Henrika Johanna Sofia Priest
Gerald Albert George Pulman JP, Deputy

Stephen Douglas Quilter
Richard David Regan, OBE, Deputy
Delis Regis
Adam Fox McCloud
Richardson
Elizabeth Rogula
Virginia Rounding
James de Sausmarez
John George Stewart Scott, JP
Ian Christopher Norman Seaton
Jeremy Lewis Simons
Graeme Martyn Smith
Sir Michael Snyder
Angela Mary Starling
Patrick Thomas Streeter
John Tomlinson, Deputy
James Richard Tumbridge
Michael Welbank, MBE
Mark Raymond Peter Henry
Delano Wheatley

1. Minutes *Resolved* - That the Minutes of the last Court are correctly recorded.
2. Resolutions There were no resolutions.
3. Overseas Visits The Right Honourable the Lord Mayor reported on his recent overseas visits to Brazil, Colombia, Mexico and Peru.

4. Policy Statement

There was no statement.

5. Hospital Seal

Sundry documents were sealed with the Hospital Seal.

6. Freedoms

The Chamberlain, in pursuance of the Order of this Court, presented a list of the under-mentioned, persons who had made applications to be admitted to the Freedom of the City by Redemption:-

William John Durman <i>Colin James Bridgen</i> <i>Jeffrey Charles Williams</i>	a Chartered Architect <i>Citizen and Carman</i> <i>Citizen and Carman</i>	Westbury-on-Trym, Bristol
Michael Joseph Heduan, MBE <i>Henry Llewellyn Michael Jones,</i> <i>Deputy</i> <i>John William Fletcher, CC</i>	a Transportation Director <i>Citizen and Common Councilman</i> <i>Citizen and Common Councilman</i>	Eastcote, Ruislip, Middlesex
Amir Ravan <i>Abdul Latif</i> <i>Ali Reza Latif</i>	a Finance Trader <i>Citizen and Poulter</i> <i>Citizen and Poulter</i>	Finborough Road, Kensington
Anthony Stewart Abel <i>Paul Campion</i> <i>Kathleen Nors Duncan, OBE</i>	an Architect, retired <i>Citizen and Musician</i> <i>Citizen and Musician</i>	Shoot-Up Hill, Camden
Jacqueline Powell <i>Jennifer Joy Farrow</i> <i>Colin Alfred Skull</i>	a Bank Officer, retired <i>Citizen and Loriner</i> <i>Citizen and Loriner</i>	Romford, Essex
Joseph Ebenezer Sudhakar <i>David Benjamin Morris</i> <i>Evan Glyn Hughes</i>	an Orthopaedic Surgeon <i>Citizen and Solicitor</i> <i>Citizen and Baker</i>	Moorthwaite Lane, Barbon, Carnforth, Lancashire
Clifford John Yorke <i>Michael Peter Cawston</i> <i>Neil Morgan Farrell</i>	a Plumber <i>Citizen and Tyler and Bricklayer</i> <i>Citizen and Painter Stainer</i>	Chatham, Kent
Paul Scott <i>Michael Peter Cawston</i> <i>Neil Morgan Farrell</i>	an Aerial Engineer <i>Citizen and Tyler and Bricklayer</i> <i>Citizen and Painter Stainer</i>	Gillingham, Kent
James Randolph, Earl of Lindsay <i>Prof. Michael Raymond Mainelli,</i> <i>Ald.</i> <i>Sir Paul Judge, Kt., Ald.</i>	an Accreditation Director <i>Citizen and World Trader</i> <i>Citizen and Marketor</i>	Upper Largo, Fife, Scotland
Owen Jayson Sendell <i>Scott Marcus Longman</i> <i>George Henry Capon</i>	a Funeral Director <i>Citizen and Blacksmith</i> <i>Citizen and Blacksmith</i>	Ogmore Vale, Bridgend, Wales

Robert Frederick Whybrow <i>Brian Derek Francois Neil Leigh-Collyer</i>	an Engineering Company Director <i>Citizen and Environmental Cleaner Citizen and Wheelwright</i>	Gravesend, Kent
Richard Paul Reynier Thompson, OBE <i>Timothy John Delano Cunis Richard Cawton Cunis</i>	a Software Company Chief Executive Officer <i>Citizen and Merchant Taylor Citizen and Mercer</i>	Elvaston Place, Kensington and Chelsea
Joseph Sammakia <i>John Alexander Smail John Donald Lunn</i>	a Student <i>Citizen and Distiller Citizen and Fan Maker</i>	Long Whatton, Nr. Loughborough, Leicestershire
Adam Thomas Sammakia <i>John Alexander Smail John Donald Lunn</i>	a Student Accountant <i>Citizen and Distiller Citizen and Fan Maker</i>	Long Whatton, Nr. Loughborough, Leicestershire
Michael Anthony Smyth <i>John Sidney Francis Marriott Geoffrey John Parrish</i>	a Management Consultant, retired <i>Citizen and Mason Citizen and Mason</i>	Waterbeach, Cambridge
Nigel Jonathan Cumberland <i>Philip William Beddows Mark Raymond Peter Wheatley</i>	a Business Coaching & Mentoring Company Director <i>Citizen and Draper Citizen and Draper</i>	Savannah, Arabian Ranches, Dubai, United Arab Emirates
Graham Brendan Sugrue <i>Henry Llewellyn Michael Jones, Deputy John William Fletcher, CC</i>	a Projects Director <i>Citizen and Common Councilman Citizen and Common Councilman</i>	East Malling, Kent
Stephen John Pugh <i>Peter Kenneth Estlin, Ald. Gordon Warwick Haines, Ald.</i>	a Deputy Headmaster <i>Citizen and International Banker Citizen and Needlemaker</i>	Wormley, Godalming, Surrey
Jonathan Philip Burchhardt <i>Selwyn Michael Burchhardt Fiona Josephine Adler, Sheriff</i>	an Event Manager <i>Citizen and Launderers Citizen and Tobacco Pipe Maker</i>	Sheffield, Yorkshire
Dean Joseph Crossman <i>Gareth Wynford Moore, CC William Frederick Payne</i>	a Builder <i>Citizen and Joiner Citizen and Joiner</i>	Exmouth, Devon
Marco Gervasoni <i>Julia Sibley, MBE Philippe Roland Rossiter</i>	a Hotel Manager <i>Citizen and Innholder Citizen and Innholder</i>	Hayling Island, Hampshire
Stephen Paul Miles <i>Philippe Roland Rossiter Richard Ball</i>	a Hotel General Manager <i>Citizen and Innholder Citizen and Innholder</i>	Wilmslow
Paul Bradley <i>Michael Peter Cawston Peter Ronald Elliott</i>	a Human Resources Director <i>Citizen and Tyler and Bricklayer Citizen and Blacksmith</i>	The Wickets, Hainault, Essex

<p>Jacqueline Malton <i>Andre Charles Trepel</i> <i>Gordon Davison</i></p>	<p>a Metropolitan Police Officer, retired <i>Citizen and Gold & Silver Wyre Drawer</i> <i>Citizen and Gold & Silver Wyre Drawer</i></p>	<p>Dye House Road, Thursley, Surrey</p>
<p>Brian Leslie Lazenby <i>Graham John Peacock</i> <i>Richard Eaglesfield Floyd</i></p>	<p>a Merchant Navy Officer, retired <i>Citizen and Loriner</i> <i>Citizen and Basketmaker</i></p>	<p>Hadleigh, Ipswich, Suffolk</p>
<p>Hephzibah Rivka Rudofsky <i>Professor Sir Arnold Wolfendale</i> <i>Alexander Boksenberg</i></p>	<p>a Director of Holocaust Studies <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i></p>	<p>West Hampstead</p>
<p>Lady Zahava Kohn <i>Professor Sir Arnold Wolfendale</i> <i>Alexander Boksenberg</i></p>	<p>a Company Secretary, retired <i>Citizen and Clockmaker</i> <i>Citizen and Clockmaker</i></p>	<p>Hampstead</p>
<p>Professor John Anderson Kay, CBE <i>The Rt. Hon. The Lord Mayor</i> <i>Roger Arthur Holden Chadwick, CC</i></p>	<p>an Economist <i>Citizen and Bowyer</i></p>	<p>Westminster</p>
<p>Edward John David Redmayne <i>The Rt. Hon. The Lord Mayor</i> <i>William Harry Dove, OBE, JP,</i> <i>Deputy</i></p>	<p>an Actor <i>Citizen and Ironmonger</i></p>	<p>Marshalsea Road, Southwark</p>
<p>Roger Keith Crouch <i>Nicholas Charles George Andrews</i> <i>Christopher Michael Hayward, CC</i></p>	<p>an Astronaut and Scientist, retired <i>Citizen and Pattenmaker</i> <i>Citizen and Pattenmaker</i></p>	<p>Washington, United States of America</p>
<p>James Edward Kay <i>Vivienne Littlechild JP, CC</i> <i>The Revd. Dr. Martin Raymond</i> <i>Dudley, CC</i></p>	<p>an Illustrator <i>Citizen and Common Councilman</i> <i>Citizen and Farrier</i></p>	<p>Kettering, Northamptonshire</p>
<p>Lieutenant Colonel Lionel Graham French <i>David Gordon Hope-Mason</i> <i>Peter Dennis Cooper</i></p>	<p>a Livery Company Clerk <i>Citizen and Fruiterer</i> <i>Citizen and Fruiterer</i></p>	<p>High Street, Codford St Mary, Warminster, Wiltshire</p>
<p>Hans Girdhari Bathija <i>George Raymond Gibson</i> <i>Neil Frederick Purcell</i></p>	<p>a Banking & Technology Consultant <i>Citizen and Air Pilot</i> <i>Citizen and Painter Stainer</i></p>	<p>Toronto, Ontario, Canada</p>
<p>Cyrus Vance, Jr. <i>James Henry George Pollard,</i> <i>Deputy</i> <i>Douglas Gordon Fleming Barrow,</i> <i>Deputy</i></p>	<p>a District Attorney <i>Citizen and Skinner</i> <i>Citizen and Shipwright</i></p>	<p>West End Avenue, New York, United States of America</p>

Read.

Resolved – That this Court doth hereby assent to the admission of the said persons to the Freedom of this City by Redemption upon the terms and in the manner mentioned in the several Resolutions of this Court, and it is hereby ordered that the Chamberlain do admit them severally to their Freedom accordingly.

7. Result of
Ballot

The Town Clerk reported the results of a ballot taken at the last Court as follows:-

★ *denotes appointed.*

Members' Privileges Sub Committee of the Policy and Resources Committee
(one vacancy for the balance of a term expiring in April 2017).

	Votes
Charles Edward Lord, O.B.E., J.P.	68★
Ann Francesca Marjorie Pembroke	29

Read.

Whereupon the Lord Mayor declared Edward Lord to be appointed to the Members' Privileges Sub Committee.

8.
Appointments
to Committees
and Outside
Bodies

The Court proceeded to consider appointments to the Health and Wellbeing Board and the Central Foundation Schools of London.

a) Health and Wellbeing Board (one vacancy for the balance of a term expiring in April 2016).

Nominations received:-

Karina Dostalova

Read.

Whereupon the Lord Mayor declared Karina Dostalova to be appointed to the Health and Wellbeing Board.

b) Central Foundation Schools of London (one vacancy for a four year term expiring in October 2019).

Nominations received:-

Robert Picton Seymour Howard, Deputy

Read.

Whereupon the Lord Mayor declared Deputy Robert Howard to be appointed to the Central Foundation Schools of London.

9. Questions

*Streeter, P.S.,
to the
Chairman of
the Port Health
and
Environmental
Services
Committee*

Idling Vehicles

Patrick Streeter asked a question of the Chairman of the Port Health & Environmental Services Committee concerning vehicles with idling engines.

In response, the Chairman advised that there had been no prosecutions for vehicle idling within the past year, due to the positive response of vehicle drivers and restrictions around the legal action that could be taken. Despite this, much work had been undertaken by officers, the Police and with other local authorities to tackle the issue; the Chairman had also met with the relevant Minister to appeal for changes to legislation, thereby increasing the Corporation's ability to take action.

In response to a supplementary question from Brian Mooney, the Chairman advised that data relating to pollution at Smithfield Market could be shared with interested Members upon request.

In answer to a further supplementary question from Deputy Stanley Ginsburg, the Chairman also agreed to ask officers to explore the possibility of monitoring pollution levels at Middlesex Street.

Blackfriars Bridge

*McMurtrie, A.S.
J.P., to the
Chairman of
the Planning
and
Transportation
Committee*

Andrew McMurtrie asked a question of the Chairman of the Planning and Transportation Committee concerning Blackfriars Bridge.

In response, the Chairman reported that programmed maintenance work to the Bridge was two years overdue, having been delayed to facilitate speedier completion of the works on the adjacent rail bridge and the building of the new Blackfriars station itself.

Separate discussions concerning the Thames Tideway Tunnel (TTT) were also due to conclude shortly, to ensure that any maintenance work was feasible alongside the TTT plans.

Subject to the outcome of these discussions, investigatory works were now underway to prepare for the overdue maintenance programme for Blackfriars Bridge, with works planned to begin in early 2016.

10. Motions

There were no motions.

11. Awards and Prizes

Open Spaces Awards

Report of the Chairman of the Open Spaces and City Gardens Committee and the West Ham Park Committee.

"After another exceptional year, The City of London Corporation's Open Spaces have once again received several prestigious Green Flag and Green Heritage Awards.

The Green Flag Award is the national standard for parks and green spaces and aims to recognise and reward the best green spaces in the country. All sites must be freely accessible to the public and perform well against eight criteria, including

safety and security, cleanliness, management and sustainability. This year the following Open Spaces retained the Award: Ashtead Common, Bunhill Fields, Burnham Beeches, Coulsdon Common, Epping Forest, Farthing Downs and New Hill, Hampstead Heath, Highgate Wood, Kenley Common, Queen's Park, Riddlesdown, Spring Park, West Ham Park, West Wickham Common and the City of London Cemetery and Crematorium.

Green Heritage Site accreditation, which is sponsored by English Heritage, is awarded in recognition of achieving the required standard in the management and interpretation of a site with local or national historic importance. The following Open Spaces retained their Green Heritage Site accreditation this year to acknowledge the heritage value of the sites: Ashtead Common, Bunhill Fields, Burnham Beeches, Epping Forest, Farthing Downs and New Hill, Hampstead Heath, Highgate Wood, Kenley Common, Queen's Park, West Ham Park, West Wickham Common, and the City of London Cemetery and Crematorium. The City Corporation now holds 16 Green Flag and 12 Green Heritage Awards, more than any other organisation.

These awards are an excellent way to recognise the extraordinary hard work of all the staff in the Open Spaces Department and the large teams of dedicated local volunteers who help to maintain our Open Spaces.

I commend these achievements to the Court.”

Read.

12. ESTABLISHMENT COMMITTEE

(The Revd. Stephen Decatur Haines, Deputy)

16 July 2015

Report of Urgent Action Taken: City Office in Brussels

In June 2015, the Policy and Resources Committee agreed to allocate £500,000 per year for three years (2015/16 to 2017/18) to fund the creation a new Senior Representative post in the City Office in Brussels. This funding covers the salary of the Senior Representative, the salary of a new officer post based in the City Office in Brussels to support the Senior Representative, plus additional office and IT resources and funding to support additional activity in support of the work of the new Senior Representative.

As the salary of the Senior Representative post is in excess of £100,000, approval for the creation of the post was also required from your Establishment Committee and the Court of Common Council.

We **therefore** submit a printed and circulated report advising that on 16 July 2015 approval was given, in accordance with Standing Order No. 19, to create the post.

Responding to a question from Deputy Alex Deane, the Chairman of the Policy and Resources Committee clarified that the post holder's mandate would be set by the

City Corporation and, as an Officer of the Corporation, they would accordingly be tasked with reflecting its views. With reference to Chancellor of the Exchequer's recent comments in respect of pursuing treaty change to protect the City, the Chairman agreed that he was supportive of the Government's diplomatic efforts to ensure the protection of the integrity of the single market and to prevent any discrimination against the countries outside of the Eurozone, whether this was on the form of a treaty or any other form of agreement.

The Chairman consequently undertook to provide an update to Members on the work undertaken by the post holder in due course. He added that a briefing session for Members had also been arranged, to allow them to meet the post holder and hear from him directly.

In response to a further supplementary question from Deputy Stanley Ginsburg, the Chairman clarified that funding for the post was not allocated at the expense of other areas, such as policing. He also expressed his belief that the long-term benefits of establishing such a post would directly lead to the Corporation having greater ability to fund its various services.

Read.

In response to a question relating to one of the items to be considered whilst the public were excluded, assurance was provided that Ward Members would be informed should major infrastructure projects impact their electors such that they were required to relocate.

13. *Resolved* – That the public be excluded from the meeting for the following items of business below on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972:-

Summary of exempt items considered whilst the public were excluded:-

The Court:-

- a) approved recommendations of the Property Investment Board concerning the granting of a long-term leasehold; and
- b) noted action taken in accordance with urgency procedures in approving recommendations of the Policy and Resources and Police Committees, concerning a matter of procurement.

The meeting commenced at 1.00 pm and ended at 1.35 pm

BARRADELL.



Report of the Town Clerk to be considered in conjunction with Item 6 –

The Election of Chief Commoner

To be presented on Thursday, 15th October 2015

*To the Right Honourable The Lord Mayor, Aldermen and Commons of
the City of London in Common Council assembled.*

To elect a Chief Commoner

The job description of the Chief Commoner can be found on the City's website:
<https://www.cityoflondon.gov.uk/about-the-city/how-we-make-decisions/Documents/Chief-Commoner-Job-Description.pdf>

Two candidates, Tom Hoffman and Michael Welbank, have been validly nominated in accordance with Standing Order no. 18. The candidates were invited to provide information in support of their nomination and the following submissions were received:-

Tom Hoffman

I was elected to Common Council in 2002 to represent Vintry Ward, having been General Manager for the UK and Ireland branch of a Portuguese bank with offices in Vintry Ward. Since then I have thrown myself wholeheartedly into the work of the City of London Corporation, serving on many committees. My particular interests are finance, the arts, and education. I am or have been a Member of Finance, Investment, Culture Heritage & Libraries, Gresham, Museum of London, Barbican Centre, City Arts Trust, CLSG, GSMD, Planning, Port Health, and Livery Committees and an Almoner of Christ's Hospital and a Governor of Birkbeck.

I have been privileged to serve as Chairman of the Guildhall School of Music & Drama, Gresham Committee, City of London School for Girls, as Deputy Governor of the Honourable the Irish Society, and as Master of the Tylers & Bricklayers' Company, and throughout have demonstrated total commitment, giving unreservedly

of my time, knowledge, experience, energy and resources to ensure that the expectations of all stakeholders were fulfilled.

The Chief Commoner's job is a demanding one. After 13 years' service I have a deep awareness of the protocols and procedures affecting the City of London Corporation, and a knowledge and understanding of the principal issues facing it. I have an easy manner, and believe that I have the inter-personal and diplomatic skills required to represent positively the aims, values, and responsibilities of the City of London Corporation, as well as the respect required to represent and champion the rights, needs and privileges of all the Members of Common Council.

Although now aged 70, I believe I have the energy required to match my enthusiasm and to fulfil the expectations of Members. I would consider it a great privilege and honour to serve the Court as Chief Commoner.

Michael Welbank, M.B.E.

The primary responsibility of the Chief Commoner is to protect and promote the interests of Members. I promise to make that my top priority – first, last and always.

I will seek to further improve the information flow to all Members. Colleagues should be able to have easy access to information about the many events taking place around them. The "Members' Briefing" should be as much about future events as a record of past ones.

In recent years the role of supporting the Lord Mayor in representing the Corporation externally has grown considerably. To be able to undertake this effectively requires a sound appreciation of the work of the Corporation and also of the wide range of activities in our City's communities and in wider society.

I have gained the first through having served on all Ward Committees and on many others including Policy and Resources. Currently I am Chairman of the Planning and Transportation Committee where my priority has been to reduce casualty numbers on City streets, having previously been Chairman of Hampstead Heath Management Committee. In these roles I have had experience of press, radio and TV interviews.

The second comes from my varied professional career as a planning consultant, at home and overseas, undertaking assignments for UK Government, public bodies, infrastructure providers, voluntary organisations, international bodies such as UNESCO and the World Bank. I have undertaken pro bono work for community groups and served as Visiting Professor at Oxford Brookes University and President of the Royal Town Planning Institute.

I am keen, as Chief Commoner, to engage fully with all Members. It is a time consuming position with long days, weekend engagements and few holidays. I am ready to commit to that.



List of Applications for the Freedom

To be presented on Thursday, 15th October 2015

To the Right Honourable The Lord Mayor, Aldermen and Commons of the City of London in Common Council assembled.

Set out below is the Chamberlain's list of applicants for the Freedom of the City together with the names, etc. of those nominating them.

Kelley John McIntyre <i>Michael Peter Cawston Peter Ronald Elliott</i>	a Regular Army Warrant Officer <i>Citizen and Tyler and Bricklayer Citizen and Blacksmith</i>	Westminster
Neel Suraj Rokad <i>Alan Roy Willis Paul Leonard Wickham</i>	a Student <i>Citizen and Baker Citizen and Baker</i>	Edgware, Middlesex
Debra Maureen Cowland <i>Jonathan Martin Averbs David Andrew Harry McGregor Smith, CBE</i>	a Health Practitioner <i>Citizen and Fletcher Citizen and Cook</i>	West Malling, Kent
Thomas William Starling <i>Rodney Walter Scott Desmond Alan Millward</i>	a Training Company Director <i>Citizen and Glover Citizen and Glover</i>	Blundeston, Lowestoft, Suffolk
Mark Anthony Wright <i>David Llewelyn Daniel Dr Maria Hebel</i>	a Metropolitan Police Officer <i>Citizen and Baker Citizen and Management Consultant</i>	Ware, Hertfordshire
Clifford Gerald Hutchinson <i>Donald Howard Coombe, MBE Richard Howard Coombe</i>	a Healthcare Manager <i>Citizen and Poulter Citizen and Poulter</i>	Silsoe, Bedfordshire
Ronald Michael Reed <i>Paul Leonard Wickham Neil Morgan Farrell</i>	an Engineer, retired <i>Citizen and Baker Citizen and Painter Stainer</i>	Shoreham By Sea, West Sussex
Guy Everis Williamson <i>Timothy Russell Hailes, Ald, JP. Thomas Sleigh, CC</i>	a Barrister <i>Citizen and International Banker Citizen and Common Councilman</i>	South Woodford, Essex
Howard Freeman <i>Gordon Mark Gentry Anne Elizabeth Holden</i>	a Solicitor <i>Citizen and Baker Citizen and Basketmaker</i>	Pinner, Middlesex
Helen Maria Brecher <i>Andre Charles Trepel Gordon Davison</i>	a Property Consultant <i>Citizen and Gold & Silver Wyre Drawer Citizen and Gold & Silver Wyre Drawer</i>	Headley Down, Hampshire

Carol Anne Chaplin <i>Sara Pink</i> <i>David Robert Stanley Pearson</i>	a Library Assistant, retired <i>Citizen and Stationer & Newspaper Maker</i> <i>Citizen and Stationer & Newspaper Maker</i>	Great Wakering, Essex
James Simon Thomas <i>John Alexander Smail</i> <i>John Douglas Brewer</i>	a Chief Executive Officer <i>Citizen and Distiller</i> <i>Citizen and Woolman</i>	Chelsea
Thomas Arthur Mulholland <i>George Henry Capon</i> <i>Peter Ronald Elliott</i>	a Cleaning and Maintenance Company Director <i>Citizen and Blacksmith</i> <i>Citizen and Blacksmith</i>	Bromley, Kent
Sonia Natasha Clara Solicari <i>Vivienne Littlechild, JP, CC</i> <i>David Robert Stanley Pearson</i>	a Curator <i>Citizen and Common Councilman</i> <i>Citizen and Stationer & Newspaper Maker</i>	Crystal Palace
Deborah Ann Cooke <i>Ian Patterson Wilson</i> <i>Bruce Rochester</i>	a Residential Landlord <i>Citizen and Arbitrator</i> <i>Citizen and Arbitrator</i>	Lewes, East Sussex
Sean Gary Valentine <i>Richard Stuart Goddard</i> <i>Richard Leslie Springford</i>	a Catering Company Director <i>Citizen and Shipwright</i> <i>Citizen and Carman</i>	Eversley, Hampshire
William James Walter <i>Wendy Mead, OBE, CC</i> <i>Ann Elizabeth Esslemont</i>	a Communications Director <i>Citizen and Glover</i> <i>Citizen and Glover</i>	Page Street, Westminster
Mr Timothy Laurence Hyde <i>Harold Ebenezer Piggott</i> <i>Paul Stephen Hollebome</i>	a Retired Builder <i>Citizen and Basketmaker</i> <i>Citizen and Chartered Accountant</i>	Rustington, West Sussex
William Victor Rowlinson <i>Peter Lionel Raleigh Hewitt, Ald.</i> <i>Douglas Gordon Fleming Barrow, Deputy</i>	a Police Firearms Instructor <i>Citizen and Woolman</i> <i>Citizen and Shipwright</i>	South Norwood
Philip Reginald Foster <i>Richard Stuart Goddard</i> <i>Richard Leslie Springford</i>	a Training Company Director, retired <i>Citizen and Shipwright</i> <i>Citizen and Carman</i>	Crowthorne, Berkshire
Jason David Frost <i>Simon Jonathan Mark Burrows</i> <i>Alan Buchan</i>	a Postgraduate Student <i>Citizen and Framework Knitter</i> <i>Citizen and Management Consultant</i>	Romford, Essex
Caroline Anne Redman Lusher <i>Sir Paul Judge, Kt., Ald.</i> <i>Daniel Edward Doherty</i>	a Music Company Director <i>Citizen and Marketor</i> <i>Citizen and Needlemaker</i>	The Sands, Farnham, Surrey
Jonathan Stephen Matthews <i>Judge Richard Hone</i> <i>Andrew Charles Parmley, Ald.</i>	a Risk Partner <i>Citizen and Ironmonger</i> <i>Citizen and Musician</i>	Western Gateway, Newham
Craig Russell Mullish <i>Henry Llewellyn Michael Jones, Deputy</i> <i>Stanley Ginsburg, Deputy</i>	a Police Officer <i>Citizen and Common Councilman</i> <i>Citizen and Glover</i>	Woodford, Essex

Derek John Watts <i>Peter Reginald Allcard John Donald Lunn</i>	an Engineering Consultant <i>Citizen and Blacksmith Citizen and Fan Maker</i>	Flacknell Heath, Buckinghamshire
Patricia Watts <i>Peter Reginald Allcard John Donald Lunn</i>	a Library Secretary, retired <i>Citizen and Blacksmith Citizen and Fan Maker</i>	Flackwell Heath, Buckinghamshire
Veronica Nadia Cooper <i>John Anthony Hayton, TD Antony Ronald Kench</i>	a Retired Office Manager <i>Citizen and Bowyer Citizen and Bowyer</i>	Boxgrove Park, Guildford, Surrey
Roy Robert Gordon Jones <i>Ian David Luder, Ald. Linda Jane Luder</i>	a Transport Company Director, retired <i>Citizen and Cooper Citizen and Fletcher</i>	Stanford Le Hope, Essex
Ian Johnson <i>Leslie Findley, TD Michael John Willett</i>	a Construction Company Director <i>Citizen and Apothecary Citizen and Air Pilot</i>	Horton, Northampton, Northamptonshire
Joseph Paul Pojunas <i>Brian Derek Francois William Henry Robinson</i>	a Labour Manager <i>Citizen and Environmental Cleaner Citizen and Wheelwright</i>	Hornchurch, Essex
Sarah Therese Waddell <i>Keith David Forbes Bottomley, CC Christopher Michael Hayward, CC</i>	a Project Director, retired <i>Citizen and Wheelwright Citizen and Pattenmaker</i>	Birkdale, Southport, Merseyside
David Ernest Cook <i>Patrick William Thomas Wilkins Alan William Cornwell</i>	a Production Engineer, retired <i>Citizen and Baker Citizen and Baker</i>	Buckhurst Hill, Essex
Marion Sherrin <i>Edward Frederic Colin Donaldson Graham Kenneth Aslet</i>	a Gardener <i>Citizen and Basketmaker Citizen and Basketmaker</i>	Sutton, Surrey
Maurice Philip England <i>Ian Stewart Wilson Donald Howard Coombe, MBE</i>	a Lecturer <i>Citizen and Poulter Citizen and Poulter</i>	Bromley, Kent
Mark James Siggers <i>Ian Apsley McColl Anthony Raymond Layard</i>	an Aircraft Engineering Manager <i>Citizen and Horner Citizen and Glass Seller</i>	Epsom, Surrey
Roger Anthony Stanford Isaacs <i>Joanna Marjorie Edwards Paul Jonathan Garratt</i>	a Chartered Accountant <i>Citizen and Marketor Citizen and Carman</i>	Bristol
Malcolm Edward Thorp <i>James Robert Lewis Nuttall James Edward Carter</i>	a Workshop Technician, retired <i>Citizen and Gold & Silver Wyre Drawer Citizen and Security Professional</i>	Wickford, Essex
Marcus John Scott <i>Giles Adam Stuart George Murphy Douglas Gordon Fleming Barrow, Deputy</i>	a Chartered Accountant <i>Citizen and Merchant Taylor Citizen and Shipwright</i>	Wistow, Cambridgeshire

Ian Christopher Moore <i>Lord Robert Lingfield, Kt., DL</i> <i>Nigel Anthony Chimmo Branson, JP</i>	an Educational Charity Director <i>Citizen and Goldsmith</i> <i>Citizen and Haberdasher</i>	West End Lane, Hampstead
Nicholas Andrew Landauer <i>Andrew Charles Parmley, Ald.</i> <i>William Harry Dove, OBE, JP, Deputy</i>	an Aviation Consultant <i>Citizen and Musician</i> <i>Citizen and Ironmonger</i>	Redhill, Surrey
James Fitzgerald <i>George Adam Traill</i> <i>George Thomas Traill</i>	a Soldier <i>Citizen and Cutler</i> <i>Citizen and Cutler</i>	Windsor, Berkshire
Alexander William Fieldwick Kemsley <i>Michael Kemsley</i> <i>Keith Bottomley</i>	a Management Trainee <i>Citizen and Pattenmaker</i> <i>Citizen and Fletcher</i>	Twickenham, Middlesex
Anthony Stuart Cox <i>Julia Sibley, MBE</i> <i>Philippe Roland Rossiter</i>	a Hotel General Manager <i>Citizen and Innholder</i> <i>Citizen and Innholder</i>	Marlow, Buckinghamshire
Richard John Abraham <i>Scott Marcus Longman</i> <i>George Henry Capon</i>	a Retail Managing Director <i>Citizen and Blacksmith</i> <i>Citizen and Blacksmith</i>	Little Gaddesden, Hertfordshire
Robert William Richard Grant <i>Ivor Macklin</i> <i>David Richard Clover</i>	a Risk Management Company Director, retired <i>Citizen and Painter-Stainer</i> <i>Citizen and Painter-Stainer</i>	Bexley, Kent
Mervyn Olakunle Shiwoku <i>Wyndham Seymour-Hamilton</i> <i>Clifford Mark Sturt</i>	a Postgraduate Student <i>Citizen and Loriner</i> <i>Citizen and Scrivener</i>	Leytonstone
Bridgette Khairool Ibrahim <i>Richard Alan Reddaway</i> <i>Christopher Graham Howard Allen</i>	a Charity Volunteer, retired <i>Citizen and Goldsmith</i> <i>Citizen and Tobacco Pipe Maker and Tobacco Blender</i>	Edgware, Middlesex
Ronan Vincent Kearney <i>Daniel Edward Doherty</i> <i>Lars Bendik Andersen</i>	a Publisher of Financial Indices <i>Citizen and Needlemaker</i> <i>Citizen and World Trader</i>	Prenton, Merseyside
Eric Hampson <i>Geoffrey Douglas Ellis</i> <i>Wesley Val Hollands</i>	a Police Officer, retired <i>Citizen and Joiner & Ceiler</i> <i>Citizen and Loriner</i>	Keston, Near Bromley, Kent
Sean Antony Gavin <i>Fiona Josephine Adler</i> <i>Andrew Charles Parmley, Ald.</i>	a Restaurant Manager <i>Citizen and Tobacco Pipe Maker and Tobacco Blender</i> <i>Citizen and Musician</i>	South Woodford, Essex
James Edward McKeown <i>Brian Colin Wright</i> <i>Paul Ernest Woodley</i>	a Fine Food Company Director <i>Citizen and Bowyer</i> <i>Citizen and Tobacco Pipe Maker and Tobacco Blender</i>	Kensington
Anne Lillian Edgar <i>Edwyn Sandys Dawes</i> <i>Carolyn Jane Boulter</i>	a City Historian <i>Citizen and Fruiterer</i> <i>Citizen and Clothworker</i>	Wallingford, Oxfordshire

Stephen Bukenya Agaba <i>Brian Colin Wright</i> <i>Paul Ernest Woodley</i>	a Banker <i>Citizen and Bowyer</i> <i>Citizen and Tobacco Pipe Maker and Tobacco Blender</i>	Tower Hamlets
Stephen Norman Gilkes <i>Lawrence John Day</i> <i>David Michael Bole</i>	a Banker <i>Citizen and Maker of Playing Cards</i> <i>Citizen and Maker of Playing Cards</i>	Richmond, Surrey
Kenneth Raymond Connolly <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	a Mortuary Services Manager <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Gilston, Hertfordshire
Graham George Cooke, MBE <i>Brian Andrew Kay, OBE, TD, DL</i> <i>Martin William Lindsay Dodd, TD</i>	a Royal Airforce Officer, retired <i>Citizen and Furniture Maker</i> <i>Citizen and Vintner</i>	Stamford, Lincolnshire
Carl Ernest William Lillington <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	an Information Technologist Manager <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Welling, Kent
Fritz Horst Melsheimer <i>Alison Jane Gowman, Ald.</i> <i>Kenneth Dieter Stern</i>	an Insurer <i>Citizen and Glover</i> <i>Citizen and Wheelwright</i>	Hamburg, Germany
Ruth Hildegard Margarete Berckholtz <i>Alison Jane Gowman, Ald.</i> <i>Kenneth Dieter Stern</i>	a Commercial Representative <i>Citizen and Glover</i> <i>Citizen and Wheelwright</i>	Wedel, Germany
Fiona Margaret Roach <i>Michael Ronald Newman</i> <i>Andrew Paul Mayes</i>	an Aircraft Company Manager <i>Citizen and Firefighter</i> <i>Citizen and Firefighter</i>	Feltham, Middlesex
Alison Amelia Perman, MBE <i>Maurice Geoffrey Court</i> <i>Paul Bernard Cohen</i>	a Police Officer <i>Citizen and Gold & Silver Wyre Drawer</i> <i>Citizen and Gold & Silver Wyre Drawer</i>	Welwyn Garden City, Hertfordshire
David Albert Michael Lay <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	a Turncock, retired <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Maidenhead, Berkshire
Monsif El Fadili <i>Scott Marcus Longman</i> <i>George Henry Capon</i>	a Banker <i>Citizen and Blacksmith</i> <i>Citizen and Blacksmith</i>	Tower Hamlets
Stephen Roberts <i>David Benjamin Morris</i> <i>Gary John Hopkins</i>	an Insurance Surveyor <i>Citizen and Solicitor</i> <i>Citizen and Builders Merchant</i>	Sleaford, Lincolnshire
Andrew Paul Da Vinci <i>Keith David Forbes Bottomley, CC</i> <i>Christopher Michael Hayward, CC</i>	a Manufacturing Director <i>Citizen and Wheelwright</i> <i>Citizen and Pattenmaker</i>	Langley Burrell, Chippenham, Wiltshire
Alexandra Da Vinci <i>Keith David Forbes Bottomley, CC</i> <i>Christopher Michael Hayward, CC</i>	a Consultancy Company Director <i>Citizen and Wheelwright</i> <i>Citizen and Pattenmaker</i>	Langley Burrell, Chippenham, Wiltshire

Ian Archibald Parsons <i>Jack Love</i> <i>Roger David Ellis</i>	a Concrete Engineering Director, retired <i>Citizen and Firefighter</i> <i>Citizen and Information Technologist</i>	Church Crookham, Fleet, Hampshire
Mark Steven Guzam <i>Jack Love</i> <i>Roger David Ellis</i>	a Steel Company Director <i>Citizen and Firefighter</i> <i>Citizen and Information Technologist</i>	Blackwater, Camberley, Surrey
Frederick Bertram Tomlin <i>Patrick William Thomas Wilkins</i> <i>Alan William Cornwell</i>	a Commercial Negotiator, retired <i>Citizen and Baker</i> <i>Citizen and Baker</i>	Buckhurst Hill, Essex
Simon William Turner <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	a Construction Site Manager <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Kempston, Bedfordshire
Richard Frederick Stafford Allshorn <i>John Ford Steeds Northcott</i> <i>Fred Anthony Woodburn</i>	an Interior Decorator, retired <i>Citizen and Vintner</i> <i>Citizen and Clockmaker</i>	Alton, Hampshire
Laurence William Stafford Allshorn <i>John Ford Steeds Northcott</i> <i>Fred Anthony Woodburn</i>	a Dental Technician, retired <i>Citizen and Vintner</i> <i>Citizen and Clockmaker</i>	Hornchurch, Essex
Kathryn Jane Day <i>Roger Antony Prentis</i> <i>Claudio Chiste</i>	a Training Company Director <i>Citizen and Arbitrator</i> <i>Citizen and Shipwright</i>	St Leonards-on-Sea, East Sussex
James Peter Snooks <i>Anthony John Keith Woodhead</i> <i>Anne Elizabeth Holden</i>	a Banking Director <i>Citizen and Tax Adviser</i> <i>Citizen and Basketmaker</i>	Chelmsford , Essex
Kevin William Osborn <i>Kevin Malcolm Everett, CC</i> <i>Elizabeth Rogula, CC</i>	a Computer Company Director <i>Citizen and Fletcher</i> <i>Citizen and Common Councilman</i>	Chislehurst, Kent
Martyn David Loukes <i>Charles Edward Lord, OBE, JP, CC</i> <i>Thomas Sleigh, CC</i>	a Transport Business Development Manager <i>Citizen and Broderer</i> <i>Citizen and Common Councilman</i>	Waltham Forest
Benoit Mottrie <i>Dame Catherine Fiona Woolf, DBE, Ald.</i> <i>John Tomlinson, Deputy</i>	a Car Company Director <i>Citizen and Solicitor</i> <i>Citizen and Fletcher</i>	Ieper, Belgium
Joseph Marie Ivan Verschoore <i>Dame Catherine Fiona Woolf, DBE, Ald.</i> <i>John Tomlinson, Deputy</i>	a Politician <i>Citizen and Solicitor</i> <i>Citizen and Fletcher</i>	Ieper, Belgium
Jan Rik Dirk Durnez <i>Dame Catherine Fiona Woolf, DBE, Ald.</i> <i>John Tomlinson, Deputy</i>	a Politician <i>Citizen and Solicitor</i> <i>Citizen and Fletcher</i>	Ieper, Belgium
Bryn Terfel Jones, CBE <i>William Harry Dove, OBE, JP, Deputy</i> <i>Sir Roger Gifford, Kt., Ald.</i>	an Opera Singer <i>Citizen and Ironmonger</i> <i>Citizen and Musician</i>	Kensington

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Report – Policy and Resources Committee Promotion of a City of London Corporation (Open Spaces) Bill

To be presented on Thursday, 15th October 2015

*To the Right Honourable The Lord Mayor, Aldermen and Commons
of the City of London in Common Council assembled.*

SUMMARY

The Management Committees for the City Corporation's Open Spaces have agreed that it would be desirable to promote a private Bill in Parliament to make changes to the legislative framework governing the Open Spaces. This follows a local consultation exercise carried out early this year. The proposals now come before the Court for its consideration.

The principal aims of the changes would be to clarify and expand the management powers available to the City of London Corporation, to increase opportunities to generate revenue for the benefit of the Open Spaces (consistently with their status as public places of recreation and enjoyment), and to strengthen enforcement powers.

RECOMMENDATION

We **recommend** that approval be given to the promotion of a City of London Corporation (Open Spaces) Bill to seek the legislative changes described in this Report, and that a Petition to Parliament be prepared and sealed accordingly.

MAIN REPORT

Background

1. The statutory Open Spaces managed by the City Corporation largely continue to be governed by nineteenth-century legislation, with only limited modifications (most significantly in the 1930s and 1970s). While this legislation has served its basic purpose of preserving the Open Spaces as valuable places of public recreation and enjoyment, there are a number of respects in which it is unclear

or out of date. This can leave the City Corporation exercising management functions in reliance on its position as landowner, where it would be more appropriate to be able to draw on express statutory powers. The Open Spaces Department has also identified features of the current legislation which impede the ability to generate income for the Open Spaces, without compromising their essential function as a natural amenity and public recreational resource. A need for new powers to deal effectively with anti-social behaviour and low-level crime has also been identified.

2. For these reasons the Management Committees for the Open Spaces were invited last year to approve an informal consultation to seek out local views about potential changes to the legislation. Following the approval of those Committees, a discussion paper was produced by the Open Spaces Department and a number of responses received (as summarised below). Officers have considered these and further internal discussion has taken place about the legal and practical background. As a result, it has been decided to seek agreement to a number of legislative changes. These broadly follow the proposals canvassed in the discussion paper. If the Court supports the promotion of a Bill, the parliamentary process would offer a formal opportunity for interested parties to submit views about the merits of the detailed proposals.
3. Reports on the proposals set out below have been considered by the Epping Forest and Commons Committee, the Hampstead Heath, Highgate Wood and Queen's Park Committee and the Open Spaces and City Gardens Committee. Each of those Committees approved the proposals related to the Open Spaces within their remit. The Policy and Resources Committee subsequently agreed to recommend the proposals to the Court.

Proposed provisions for inclusion in the Bill

4. The provisions would apply to Epping Forest, Hampstead Heath, Highgate Wood, Queen's Park, and the various commons and other spaces managed under the Corporation of London (Open Spaces) Act 1878. Proposals to apply certain of the provisions to Bunhill Fields and the City Gardens are set out separately below. Owing to special legal considerations affecting West Ham Park, the view has been reached that it would not be appropriate to include it within the scope of the current proposals.

Management Powers

5. An express power is proposed for the City Corporation to carry out husbandry and land management in the Open Spaces, including in particular the cutting, chipping, mulching, collecting, swaling (a method of controlled burning) or cultivation of vegetation, and the grazing of animals (whether directly by the City Corporation or by agreement with other persons). This power would have to be exercised consistently with the City Corporation's duty to preserve the natural aspect of the Open Spaces, and in order to promote their special characteristics. It is not intended that the Open Spaces should be managed in a different way as a result of the power, but rather to bring the legislation more clearly into line with the way in which the City Corporation's duties have long been understood in practice. At present the legislation contains an express power of management only in relation to trees, pollards and underwoods (shrubs in wooded areas), which does not reflect the full range of activities

which need to be carried out in order to preserve the environment of the Open Spaces.

Leases for Services and Facilities

6. An extension of the power to let premises (such as those used as cafés) is proposed, with the maximum period set at twenty-one years. Existing powers are generally limited to three years (a limit which has also been adopted in practice in Hampstead Heath, where it is in any case desirable to clarify that the Hampstead Heath Order 1989 does not override the power of letting). Leases of greater length should attract greater investment and thus improve the standard of facility on offer. The power of letting would be exercisable in connection with all services and facilities which the City Corporation is able to provide through a third party. An express power is required for letting because of the inalienable status of the Open Spaces. The extended period would not prevent the Corporation from exercising ordinary contractual rights, for instance to review rents or to terminate arrangements with providers early if the standard of provision were to prove unsatisfactory.

Agreements with Utilities

7. A power is proposed to enter into agreement with utilities companies to lay infrastructure such as water-pipes and electricity cables in the Open Spaces. A number of such agreements have been entered into in the past in reliance on the City Corporation's (or, in the case of Hampstead Heath, the Greater London Council's) general powers as landowner. It is however desirable to remove any room for debate about the nature of such agreements by providing an express power in legislation, incorporating protective provisions. Infrastructure would have to be underground (enabling reinstatement of the surface after digging) unless overground installation would not harm the amenity of the Open Spaces.

Highways and Traffic Management

8. It is also proposed to empower the City Corporation to enter into formal agreements with local councils about highways and traffic management functions. These could cover, for instance, the installation or removal of cattle-grids, traffic controls, or the management of parts of the Open Spaces so as to complement road safety schemes. The provision would not expand the substantive powers of either party over the land under its control, but would provide a formal framework whereby the interests of users of the Open Spaces and users of the local roads network could both be taken into account.

Revenue-generating Powers

9. It is proposed to seek an express power to enable events such as weddings, receptions, recitals and exhibitions to take place in the Open Spaces in defined circumstances. Without compromising the essential purpose of the Open Spaces, the Open Spaces Department believes that significant revenue could be generated to support their running costs. Although some small-scale use of the Open Spaces for private events has already started by way of the City Corporation's position as landowner and charitable trustee, it is preferable to have an express power laid down in legislation to set out the circumstances in which such events may be allowed, particularly if it might be necessary to impose temporary restrictions on public access to limited areas in order to

enable events to go ahead. The power would be subject to safeguards in order to ensure that it would only be used consistently with the main purposes of the Open Spaces and would not materially harm the amenity they provide for public recreation and enjoyment. In particular, it is anticipated that policies would be produced in consultation with interested parties (including the consultative committees) as to the types and frequency of events which could be held.

10. There are a number of lodges and other buildings in the Open Spaces which are no longer required for management purposes. They represent a resource which could be deployed for the benefit of the Open Spaces, but under the present legislation there are only limited circumstances in which they can be used for purposes other than managing the Open Spaces. A power is therefore proposed to grant leases or licences for up to 21 years in order to enable such buildings to be used for residential, commercial, charitable or other purposes, provided that no material harm to the amenity of the Open Spaces would result.
11. Recent years have seen an increase in the use of the Open Spaces for commercial activity, such as paid dog-walking and fitness instruction. A mechanism to obtain a contribution to the running costs of the Open Spaces from those who use them for private profit would appear consistent with the public recreational purposes for which they are maintained. A power is therefore proposed to introduce a licensing scheme for commercial use of the Open Spaces, to subject profit-making activities specified in the scheme to a requirement that a licence is purchased and its conditions adhered to. It is envisaged that the scheme would be subject to the same consultative arrangements as noted for income-generating activities referred to in paragraph 9 above.

Enforcement Powers

12. A power is proposed to enable the issue of fixed penalty notices for certain offences committed in the Open Spaces. These would primarily be offences against the byelaws but would also include littering and (if the relevant proposals in this report are taken forward) contraventions of licensing schemes for commercial activity and of anti-social behaviour measures against offenders. Fixed penalty notices offer suspected offenders the option to pay a fine smaller than that which a court could impose (usually around £100) in order to avoid criminal prosecution. They thus provide an intermediate option between an informal warning and full prosecution in the magistrates' court. They are now widely used by police forces and local authorities in relation to anti-social behaviour and other low-level criminality.
13. The public right of access to the Open Spaces means that there is limited scope to protect them, their users or the staff managing them from the small number of people who use them to engage in anti-social behaviour or other wrongdoing. A power is proposed (along the lines of those available to local authorities under anti-social behaviour legislation) to take action against persons who behave in this way in the Open Spaces. In other public recreational resources, such as National Trust land and Forestry Commission forests, offenders against byelaws may be dealt with through removal or exclusion. That power is also currently available under the Hampstead Heath

and Ashtead Common byelaws, but it is considered preferable to have more detailed provision in primary legislation.

14. A power is proposed to require persons believed to have committed an offence in the Open Spaces to give their name and address. This power is now commonly conferred on bodies (such as London borough councils and TfL) which issue fixed penalty notices or carry out private prosecutions, and prevents offenders from (lawfully) evading enforcement by refusing to supply their details. At present in the Open Spaces police assistance has to be invoked where a suspected offender refuses to give his or her name or address voluntarily. Whilst the change will not guarantee cooperation, it makes it more likely.
15. It is also proposed to clarify the City Corporation's powers with respect to objects abandoned or unlawfully deposited in the Open Spaces. These might range from placards and posters to camping equipment or motor vehicles. The Corporation's common-law powers and duties with respect to such objects are currently unclear. A formal procedure would require the Corporation to impound any object removed from the Open Spaces (apart from those manifestly without value) for a period of fourteen days during which the owner could pay storage fees and recover it. After that period the Corporation would be empowered to sell or dispose of the object. For abandoned motor vehicles special provision would be made to tie in with the existing regime used by local authorities.
16. The Management Committees also agreed to a proposal to clarify the application of the standard scale of fines in relation to offences against byelaws in the Open Spaces. On further consideration the view has been reached that any uncertainty in the present position can be dealt with by further byelaws, and that seeking primary legislation would not therefore be appropriate. Accordingly authority for this proposal is no longer sought.

Miscellaneous

17. The general powers of the City Corporation to provide services and facilities to visiting members of the public were obtained in relation to the City Commons in 1933 and 1977. As a result they do not currently apply to Ashstead Common or Stoke Common, which were acquired in 1991 and 2007 respectively. It is proposed to extend the ability to provide such services and facilities to Ashtead Common and Stoke Common, and also to ensure that any future acquisitions under the Corporation of London (Open Spaces) Act 1878 would be covered.
18. A power is proposed to enable the City Corporation to authorise officers to appear in magistrates' courts on behalf of the Corporation in connection with cases involving the Open Spaces. Such a power would achieve consistency with local government legislation by which officers of local authorities may be authorised to appear on behalf of the authority by which they are employed. The provision would also clarify the way in which the former power of the Greater London Council to take legal proceedings applies to the City Corporation as the successor body of the Council with respect to Hampstead Heath.

Application to Bunhill Fields and City Gardens

19. The provisions described above have been drawn up mainly with a view to the situation of the large Open Spaces outside of the City. The Superintendent has however identified some which could also usefully be applied to Bunhill Fields and the City Gardens. They are the power to enter into agreements about utilities (paragraph 7), the extended power to grant leases in connection with services and facilities (paragraph 6), the power to enable events (paragraph 9) and the power to introduce a licensing scheme for commercial activity (paragraph 11). It is accordingly proposed to extend these provisions to cover Bunhill Fields and the City Gardens, in addition to the Open Spaces identified in paragraph 4.

Consultation

20. Responses from individuals and organisations to the public consultation exercise largely focused on Epping Forest. The proposals with respect to management powers were largely supported, subject to the concern that they should not lead to the creation of an 'over-developed' environment. This view was particularly concentrated on the proposal to permit longer leases of refreshment facilities, with several respondents arguing that large, well-known commercial operators would not be suitable. Grazing attracted supporters and detractors in equal measure, again more in relation to local policy than to the power itself. The need to generate additional revenue was generally appreciated, and allowing a wider use of buildings was particularly well supported. Many respondents however stressed that public recreation must remain paramount, and a few accordingly expressed concern about allowing large-scale events, especially at times and places popular with ordinary visitors. The proposal to licence commercial activity saw views expressed on both sides, although with significantly more in support than against. The proposals for new enforcement powers were strongly supported across the piece, with criticisms focused almost entirely on the adequacy of resources devoted to enforcement rather than on the principle of additional enforcement tools.
21. Substantial discussion also took place at the meeting of the Hampstead Heath Consultative Committee on 9th March. The rationale behind the suggested powers was generally accepted. However, it was felt that more detail about the scope of the powers and their intended use was needed in order to make a proper assessment of their suitability. In particular, it was considered that the powers should be considered in the light of policies indicating how they were to be exercised. More detailed points were also made, for instance about the possibility of community use of redundant buildings and the potential effects of underground utilities installations on ecosystems and hydrology. In the light of these points further, productive, discussions have since taken place with local groups about the form of particular provisions, and these discussions will inform the final drafting of the Bill.
22. The Discussion Paper has also been presented to the consultative committees or groups for Ashted Common, the Coulsdon Commons, the West Wickham Commons and Highgate Wood. These meetings gave the opportunity to offer examples of potential uses of the proposed powers, and to clarify various points

in response to questions. The response was supportive and did not include any substantial criticism of the proposals.

23. The general tenor has therefore been positive. Further discussions will take place before the deposit of the Bill in Parliament, so that its final drafting takes outstanding concerns into account, as far as possible.

Strategic implications

24. The proposals would facilitate efficiency savings and the delivery of the Service-Based Review - Key Policy Priority 2 (KPP2), enhance the potential for the City Corporation's leisure facilities to generate additional income in order to maintain quality of content in an era of reduced resource (KPP5), and assist in providing safe, secure and accessible Open Spaces (KPP5). They would also advance KPP 6 ("increasing the outreach and impact of the City's cultural, heritage and leisure contribution to the life of London and the nation").
25. The Open Spaces Business Plan 2015/17–2017/18 includes reference to legislative proposals as a key project on the Open Spaces Roadmap. The proposals would enable or facilitate a number of other projects set out in the Roadmap.

Financial and risk implications

26. The Bill would facilitate the generation of revenue to be applied for the benefit of the Open Spaces. For example, it is estimated that the letting of residential lodges at Epping Forest could generate net income of up to £120,000 per annum.
27. The costs of promoting the Bill are estimated to be in the region of £75,000 (covering items such as parliamentary fees, printing and statutory notices), provided that the Bill is unopposed. If the Bill were to be opposed by petition, the costs could be significantly greater. Costs will be met from local budgets initially, with additional provision sought if this should become necessary.
28. There is an element of non-financial risk in the form of reputational damage if the proposed management or revenue-generating powers were regarded as detracting from the central purpose of the Open Spaces as places of free public resort, or if the proposed enforcement powers were perceived as excessive. Clear explanation of the content and background of the proposals, willingness to include appropriate safeguards in the legislation, and the development of policies to guide the implementation of the proposed powers will be needed to enable such risk to be dealt with effectively.

Conclusion

29. The Open Spaces Department wishes to take this opportunity to amend and supplement the legislation governing the Open Spaces so as to provide a clear basis for a full range of appropriate management activities, to ensure continued financial sustainability, and to strengthen the ability of the City Corporation to protect against misuse in an effective and proportionate manner. These proposals are supported by the various Management committees and are presented to the Court of Common Council for approval.

All of which we submit to the judgement of this Honourable Court.

DATED this 16th of July 2015.

SIGNED on behalf of the Committee.

Mark John Boleat
Chairman, Policy and Resources Committee



Report – Policy and Resources Committee

Increasing the Supply of Homes

Role of the City of London Corporation

To be presented on Thursday, 15th October 2015

*To the Right Honourable The Lord Mayor, Aldermen and Commons of
the City of London in Common Council assembled.*

SUMMARY

1. In response to the housing shortage in the capital we have considered and approved proposals on the scope of the City of London Corporation's contribution to the provision of additional housing. Our proposed ambitions to deliver more homes is set out in the policy document "*Increasing the supply of homes – the role of the City of London Corporation*" a copy of which is attached to this report. The Policy is due to be considered by the Community and Children's Services Committee on 9 October and the Property Investment Board on 14 October 2015.
2. The inability of the capital to supply sufficient housing to meet demand has led to problems of affordability for many households on low and medium incomes. This situation impacts not only London's communities, but is a risk to the capital's competitiveness and economy.
3. Meeting the housing needs of the capital requires the commitment and action of all local authorities to support new supply. The policy document before Members sets out the City of London Corporation's ambition to build on its presence and partnerships beyond the boundaries of the Square Mile to increase housing supply in the capital. It is an ambition that includes a commitment to increase the supply of homes on its social housing estates by 25 per cent, and provide 3,000 additional homes on development sites in the City Corporation's ownership. In doing so the City Corporation will deliver a range of homes – those that are social rented, homes that offer shared ownership and homes for market sale and rent.

RECOMMENDATIONS

4. The Court is asked to:-
 - endorse the policy document (attached at Appendix 1) “*Increasing the supply of homes – the role of the City of London Corporation*” and the commitment to provide additional homes through opportunities on the City Corporation’s social housing estates and other City Corporation sites with development potential; and
 - note that any specific proposals required to advance the Increasing the Supply of Homes Policy would be considered by the relevant Committee(s).

MAIN REPORT

Background

1. The imbalance of housing supply and demand has seen house prices and rental costs rise faster than wage inflation. Homes for sale at the lower end of the capital’s housing market are now only affordable to those whose incomes are in the top quartile.
2. It is estimated that London needs to deliver 49,000 homes each year for ten years to address the existing backlog and newly arising demand. This level of delivery has not been achieved in any year in the last decade. Issues of infrastructure investment, planning policy, skills and material shortages, site ownership and control, and the availability of debt financing have all contributed to constrained supply.
3. Such housing shortage not only impacts on the capital’s population, but is a significant risk to London’s economy as it threatens the successful recruitment and retention of staff.
4. Responding to this issue has become a priority for national, regional and local government.

Proposals

5. The policy document “*Increasing the supply of homes – the role of the City of London Corporation*” attached to this report sets out the contribution the City Corporation can deliver to respond to the housing challenges facing the capital. It acknowledges that no single organisation can deliver the homes London needs – rather it requires all of London’s local authorities to support delivery and maximise the opportunities for supply through their enabling role, their local plans and the formation of constructive partnerships.
6. In this context the City Corporation will play its role in meeting this challenge by identifying sites and partnerships through which new homes can be delivered. This includes opportunities both on its existing social housing estates and on other sites in the City’s ownership that offer the potential for development. In doing so the City aims to deliver the ambition set out in the Policy to provide 3,700 homes by 2025.

7. The Policy sets out an ambitious commitment to provide homes of mixed tenures for those on a range of incomes. Within the City Corporation's social housing estates this programme will be funded through planning gain receipts, grant funding, borrowing within the Housing Revenue Account (HRA) and cross subsidy from market sale of some new homes. On development sites outside of the HRA the City will explore the potential of private financing, joint ventures, borrowing or disposal to support the development of new homes.
8. The City Corporation will also work to enable private/public partnerships to maximise delivery of new homes. In addition the Policy sets out the City's intention to work with London Councils, central government and the Mayor of London to influence policy change to enable and support the market to respond to the scale of need that exists.
9. Once approved, the implementation of the objectives set out will be overseen by the Housing Steering Group, jointly chaired by the Director of Community and Children's Services and the City Surveyor. This will provide the leadership alongside that of the Common Council to deliver this ambition.

Corporate & Strategic Implications

10. The ambitions set out in "Increasing the Supply of Homes – the Role of the City of London Corporation" is consistent with the City's corporate priorities of supporting London to be the world's leading financial and business centre, and for delivering for London and the nation.

Implications

11. Delivery of the City Corporation's housing vision will require additional resources. These resources will be identified in the detailed proposal set out to support delivery and will be submitted to the relevant committee for approval.

Conclusion

12. Tackling housing shortage in the capital is one of the most urgent issues facing all tiers of government in London. The City Corporation has the opportunity to contribute to addressing this issue by increasing the supply of homes on development sites across London. In doing so it has the opportunity to provide homes of mixed tenures for those on a range of incomes.

Appendices

- Appendix 1 – Increasing the Supply of Homes – the Role of the City of London Corporation

All of which we submit to the judgement of this Honourable Court.

DATED this 24th day of September 2015.

SIGNED on behalf of the Committee.

Mark John Boleat
Chairman, Policy and Resources Committee

City of London Corporation

Increasing the Supply of Homes – the Role of the City of London Corporation

1 Context

- 1.1 Housing shortage in London is one of the most pressing economic and social issues that the capital faces. Growing population and reducing average household size is driving an exponential increase in demand for housing. London has both more people living there and a growth in people living alone or in smaller households – meaning any given number of people will now occupy more homes than in previous generations. Forecast growth in the capital over the next ten years will see London absorbing an additional population that is greater than that of Birmingham.¹ The Greater London Authority estimates this growth, combined with an existing backlog of demand, will require the delivery of 49,000 new homes each year for ten years.²
- 1.2 Despite this, supply has not kept pace. Issues of infrastructure investment, planning policy, skills and material shortages, site ownership and control, and the availability of debt financing have all contributed to constrained supply, and therefore the effective response of the market. Some local authorities with ambition to develop homes have also been constrained by borrowing caps imposed by government, and concerns about the impact of right to buy.
- 1.3 Capacity for homes has been identified on brownfield³ sites, but such sites often need investment in remediation or infrastructure to unlock their development potential. Other more viable development opportunities are stymied by local opposition, and local and national politicians have been reluctant to consider contentious issues such as reviewing the scope and scale of some planning constraints.
- 1.4 This imbalance of supply and demand has seen house prices and rents rise significantly faster than wage inflation, resulting in issues of affordability or households having to allocate very high proportions of income to meet housing costs.
- 1.5 The relationship between house prices in London and the incomes of the majority places the purchase of a home out of reach for many not already on the housing ladder. In 2014 the cheapest ten per cent of homes were sold at a price that was greater than four times the salary earned by three quarters of those in full time employment. The resulting inability to buy has seen a transfer to private renting and the growth of that sector to the point that it is now, at 27 per cent of homes, larger than the capital's social housing sector.
- 1.6 While the social sector represents almost a quarter of homes, access to them is limited and many local policies, such as that of the City Corporation, exclude households on

¹ *Homes for London: The London Housing Strategy 2014*, Greater London Authority, April 2014

² *Housing in London 2014*, Greater London Authority, April 2014

³ Brownfield is a term used in urban planning to describe land previously used for industrial purposes or some commercial uses.

incomes that are high in relation to social rents, but would not buy a family home in the capital.

- 1.7 The scale of exclusion from housing – particularly home ownership – requires a response that is beyond the means and role of publicly funded subsidised housing. It is necessary for the market to meet the needs of the majority. To achieve this requires the delivery of a significantly increased supply of homes to bring market prices within the range of those currently excluded.
- 1.8 The impact of housing shortage is not just an issue for London’s residential communities, but for its economy. Recent research undertaken and reported by London First⁴ illustrates the scale of concern among both businesses and employees. Three quarters of London businesses surveyed thought that housing supply and costs are a significant risk to the capital’s economy. This concern is underlined by the experience of employees, particularly those aged 25-39, 70 per cent of whom find the cost of their rent/mortgage makes it difficult to work in London – and half of whom would consider leaving London to work in another region.
- 1.9 The implications of such research is that London businesses may fail to recruit and retain the skilled workforce it will continue to need to compete internationally, and fail to house those of all skill levels whose work sustains the functioning of a large and diverse economy. In response the London Chamber of Commerce and Industry has called for increased supply within London, with a particular emphasis on delivering market homes to meet the needs of those with an annual income of less than £50,000 – an ambition achievable only through significant change in the balance of supply and demand.⁵
- 1.10 Housing in London is now a political priority for national, regional and local government. Policy responses have to date failed to deliver the quantum of supply needed, with many initiatives focussed on stimulating demand for market homes rather than driving delivery. Some initiatives have subsidised homes for a narrow section of the population on the lowest incomes, and done little for those on low and middle incomes. Those initiatives that have targeted specific “keyworker”⁶ groups have subsidised housing for some, without meeting the needs of those employed in the range of roles essential to the functioning of public and private sectors.
- 1.11 The government is responding to this priority. In its recently published productivity plan⁷ the government recognised the importance of an effective land and housing market to the nation’s economic productivity and prosperity. It reflected that the UK has been incapable of building enough homes to keep up with growing demand, and has set out plans to tackle this by addressing the “excessively strict planning system”, delivering higher density housing, improving co-operation between local authorities and releasing unneeded commercial land for housing.

⁴ *Moving Out – How London’s housing shortage is threatening the capital’s competitiveness*, London First, September 2014

⁵ *Getting our house in order: The impact of housing undersupply on London businesses*, London Chamber of Commerce and industry, May 2014

⁶ A key worker is a public sector employee who is considered to provide an essential service. The term is often used in the context of those who may find it difficult to buy property in the area where they work.

⁷ *Fixing the foundations: Creating a more prosperous nation*, HM Treasury, July 2015

2 Role of the City of London Corporation

- 2.1 The City of London Corporation has a role that goes beyond that of an ordinary local authority. The City Corporation works to support and promote London as the world's leading international financial and business centre and attract new business to the capital and the UK as a whole. It also works in partnership with public, private and voluntary sectors to improve long-term economic, social and environmental well-being across London.
- 2.2 It is for these reasons that the City Corporation wants to support the continuing development of an infrastructure, including housing, in which the City and the wider capital can continue to thrive.
- 2.3 For the City of London, the capital and the nation it is crucial that the right homes are delivered in the right places. The Square Mile has been granted exemption from the permitted development rights allowing the conversion of office space to residential units without planning permission. This exemption does not undermine the City Corporation's commitment to delivering more homes: it recognises instead that the economy is best served by supporting the agglomeration of the financial sector, and that the capital's housing needs will not be met by selective developments in the prime commercial market.
- 2.4 The City Corporation will build on its presence and partnerships beyond the boundaries of the Square Mile to deliver its commitment to increasing housing supply in the capital.

3 Housing vision

- 3.1 The City Corporation's vision is to deliver an ambitious programme of housing development, providing homes of mixed tenures for those on a range of incomes. Within our social housing estates this programme will be funded through planning gain receipts, grant funding, borrowing within the Housing Revenue Account⁸ and cross subsidy from market sale of some new homes. On development sites outside of the HRA the City will explore the potential of private financing, joint ventures, borrowing or disposal to support the development of new homes.
- 3.2 The City Corporation will use its close relationship with the finance sector and stability to enable partnership across the private and public sectors to maximise supply, and share innovation and best practice. The City Corporation will also work to shape and influence policy change that will enable supply and unlock opportunities.
- 3.3 By 2025 the City Corporation will deliver 3,700 new homes on sites across the capital.

4 Principles

- 4.1 The delivery of the City Corporation's vision for housing will be guided by five principles:

⁸ The Housing Revenue Account (HRA) is a "ring-fenced" account held by the City Corporation and all local authorities that own council homes. It contains all the spending and income related to the dwellings owned by the City Corporation acting as social landlord.

A focus on supply

- 4.2 London needs more homes. Delivering these homes requires all of the capital's local authorities to support delivery and maximise the opportunities for supply through their enabling role, their local plans and the formation of constructive partnerships. The City Corporation will play its role in meeting this challenge, identifying sites and partnerships through which new homes can be delivered.

Delivering a range of tenures to meet needs across the income scale

- 4.3 London needs to house a range of households, delivering the diversity of skills and labour required by the capital. Subsidised housing meets the needs of a limited group, while the failure of supply has locked those on low and middle incomes out of homes ownership. The City Corporation will deliver a range of homes – those that are social rented, homes that offer shared ownership and homes for market sale and rent.

Maximising site potential whilst delivering improved amenity

- 4.4 Delivering higher density housing is essential to meeting the capital's housing needs, and has been at the heart of the City Corporation's historic housing programme. Many of London's most desirable and affluent neighbourhoods are those that have the highest densities. Brownfield sites, surplus land, infill opportunities and the changing nature of town centres offer chances to intensify housing supply within the reach of transport hubs and other services. The City Corporation will continue to deliver high density homes in high quality environments, and use opportunities to intensify housing supply to deliver improved amenity.

Unlocking opportunities and partnerships

- 4.5 London housing issues cannot be tackled in isolation. The City Corporation will maximise the delivery of new homes by fostering and developing partnerships across the public and private sectors. It will build on the Corporation's existing experience of working in a number of London boroughs and leading partnerships that add value to local communities.

Securing value, assets and returns

- 4.6 Through delivering more social homes the City Corporation will increase the asset base within its Housing Revenue Account. It will deliver homes funded through Section 106 receipts, and cross subsidy from shared ownership sales and the provision of market homes. It will explore partnership ventures that unlock private funding while allowing the City to retain land assets. Where investment offers competitive long term returns, the City Corporation will explore the potential to fund new homes.

5 Objectives

25 per cent increase in homes on City Corporation housing estates

- 5.1 The City Corporation will deliver a 25 per cent increase in homes on its Housing Revenue Account estates by 2025. The City Corporation has already resumed the development of social housing, delivering 70 new homes since 2012.
- 5.2 Further delivery will be achieved by identifying sites for new homes on the City Corporation's own housing estates. An assessment of opportunities to increase the

housing density within these existing estates has identified sites offering the potential to deliver more than 700 additional homes.

- 5.3 New homes will be delivered at “lifetime homes” design standards to ensure they meet both a range of needs, and needs that change over time. High standards of design will also ensure energy efficiency measures which will contribute to reducing fuel poverty, and contribute to the creation of attractive, well designed, accessible neighbourhoods that promote wider economic, health and social wellbeing.
- 5.4 The development programme will be supported by funding drawn from Section 106 receipts, grant funding from the Mayor of London’s housing investment programme, borrowing within the Housing Revenue Account and cross subsidy from shared ownership and market sales. This approach will deliver a range of tenures to meet a variety of needs and incomes.

3,000 additional new homes

- 5.5 The City Corporation holds sites across many parts of London. Many are protected green spaces that are safeguarded and maintained by the City Corporation for the benefit of London’s communities. Other sites, however, offer the potential to provide quality homes with improved local amenity and green spaces. Sites owned by the City Corporation have already been identified offering the potential to deliver 3,000 new homes by 2025.
- 5.6 The City Corporation will work with partner local authorities where it identifies potential sites and, where necessary and appropriate, discuss the re-designation of land where it has previously served other uses.
- 5.7 To deliver these new homes the City Corporation will explore the potential to partner with developers and housing associations. It will also explore the potential to establish a local housing company, either wholly owned by the City of London or in partnership with others, as a vehicle that could attract investment and deliver returns through the delivery of housing.
- 5.8 These homes will provide opportunities for home ownership and market rent, with additional affordable homes being provided in line with local planning requirements. The intention of this supply will be to contribute to meeting the needs of the vast majority of working households for whom subsidised housing is not and cannot be available.

Enabling private/public partnerships to maximise delivery of new homes

- 5.9 In the last parliament the government commissioned a review of the role of local authorities in delivering housing.⁹ One of the central recommendations, supported by government, is the development of closer partnerships between business and local authorities to unlock development opportunities and financing.
- 5.10 The City Corporation will support this work, building its own partnerships, and helping to enable them among others. This enabling support will be delivered in part through the City Corporation’s proposed role as a founding member of the Housing and Finance Initiative (HFI). The HFI is a body focused on increasing the pace and scale of

⁹ *From statutory provider to housing delivery enabler: Review into the local authority role in housing supply*, Department of Communities and Local Government, January 2015.

delivery of housing across all tenures by helping public and private sector bodies more easily form joint ventures through better understanding of needs and risks.

- 5.11 The City Corporation will also explore partnership opportunities and models that deliver both additional homes and added value to local communities and Londoners.

Influence policy change to encourage supply

- 5.12 Unlocking the supply opportunities the Capital needs requires policy makers in national, regional and local government to re-examine the barriers and constraints that exist. Public funding alone cannot resource the scale of additional housing that is needed, and therefore policy must enable and support the market to meet this need.
- 5.13 For the City Corporation this will mean working with London Councils, central government and the Mayor of London to influence change and debate. The City is committed to protecting the capital's quality green spaces, but recognises the need to look at the potential of land that is of lower quality and proximate to existing transport hubs to provide homes needed by Londoners.
- 5.14 The City Corporation will also work with partners to explore the role new housing supply and policy can take in promoting the better use of London's existing housing stock.

6 Implementation

- 6.1 A Housing Steering Group, jointly chaired by the Director of Community and Children's Services and the City Surveyor, has been established to lead the delivery of the City Corporation's housing vision. This will provide the leadership alongside that of the City Corporation's Common Council to deliver this ambition.

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Report – Policy and Resources Committee

Local Government Pensions Board – Revision to appointment process

To be presented on Thursday, 15th October 2015

To the Right Honourable The Lord Mayor, Aldermen and Commons of the City of London in Common Council assembled.

SUMMARY

1. This report requests that the Court of Common Council agrees to amend the Terms of Reference for its Local Government Pensions Board, such that it states that the process by which Scheme Member representatives are appointed is through an application and appointment process, rather than through an election involving all Scheme Members. The positions would still be open to all Scheme Members.
2. At present, the Terms of Reference state that the Scheme Member representatives are to be “selected by election by Scheme Members.” Amending this to appoint Scheme Member representatives, through an open and transparent appointment process against an agreed set of criteria, would be the most effective way to ensure that appropriate candidates are selected. That process would also be significantly more cost effective than staging an election, and would also be in line with the approach being taken by many London Borough Councils.

RECOMMENDATIONS

3. The Court is asked to approve an amendment to the Terms of Reference of the Local Government Pensions Board such that the reference to the appointment of Scheme Members is amended to read “Three Scheme Member representatives, appointed by a process determined by the Town Clerk and Chief Executive.”

MAIN REPORT

Background

1. In April 2015 the Court of Common Council approved the creation of the Local Government Pensions Board to comply with the requirements of the Public Services Pensions Act 2013. The purpose of this Board is to scrutinise the adequacy of arrangements in place to meet the requirements of scheme regulations and the extent to which local policy and guidance is fit for purpose.
2. The Court of Common Council agreed that the Local Government Pensions Board should comprise three Scheme Manager representatives and three Scheme Member representatives, appointed as follows:

Scheme Manager Representatives

- Two Elected Members elected by Court of Common Council.
- One senior officer, appointed by the Town Clerk.

Scheme Member Representatives

- Three Scheme Member representatives appointed by election by all Scheme Members

3. These arrangements are set out within the Terms of Reference of the Board which were approved by the Court of Common Council. Therefore, a change to the process by which Members or Officers are appointed to the Board requires an amendment to the Terms of Reference (and therefore requires the Court's approval).

Current Position

4. The vacancies for two Elected Members to be appointed as Scheme Manager representatives to the Public Sector Pensions Board were advertised to the Court of Common Council. On 25 June 2015, the Court of Common Council appointed Alderman Ian Luder and James Tumbridge to be the Court's Scheme Manager Representatives to the Pensions Board for terms of four years.
5. The vacancy for a senior officer to be appointed by the Town Clerk has also been filled. Jon Averns, Port Health and Public Protection Director, has agreed to take this position.
6. The Terms of Reference of the Public Sector Pensions Board which were approved by Court of Common Council on 29 April 2015 stated that the Scheme Member representatives would be "selected by election by Scheme Members."
7. This approach was recommended to Members as it was thought at that time that an election would be required to ensure that the Scheme Member representatives were truly representative of the Scheme Members.
8. However, consultation with other London Boroughs had revealed that this is not a requirement. Of the 19 London Boroughs who have responded to questions, 18 have decided to appoint Scheme Member representatives through an application and appointment process.
9. There are two main benefits to this approach. Firstly, there is a significant financial benefit. It is estimated that an election would involve an electorate of

around 12,000 people and cost approximately £15,000, in addition to being administratively burdensome. It is estimated that an application and appointment process would cost approximately £3,000, including officer time for review of applications review and the selection process, including interviews, if required. This £3,000 estimate is likely to be a significant overestimate of the cost, as it is unlikely that two full days would be required for the selection process. However, it is financially prudent to assume the highest possible cost.

10. Secondly, appointment based on an application and appointment process, with assessment against clear and open criteria (which would include areas such as knowledge of pensions schemes and the role of the Local Government Pensions Board or openness to learning about the schemes) would be the most effective way to ensure that appropriate Board Members are selected. It will also mean that consideration can be given to striking a balance between active Scheme Members (current employees), deferred Scheme Members (past employees not yet claiming a pension) and current pensioners, as these groups would have different priorities and concerns. This would obviously be dependent upon the applications received.
11. In order to implement this change, it will be necessary to amend the Terms of Reference of the Local Government Pensions Board. To offer the greatest degree of flexibility in future years, it is suggested that the process of appointing Scheme Member representatives be determined by the Town Clerk. The Town Clerk may consult with recognised unions as part of this process.
12. Therefore, it is recommended that the Terms of Reference are amended to read “Three Scheme Member representatives, appointed by a process determined by the Town Clerk and Chief Executive.”
13. Revised Terms of Reference are set out at Appendix A.
14. Members should note that the Public Sector Pensions Act 2013 also sets out a requirement for a Police Pensions Board to be created. This was created through a similar process to the Local Government Pensions Board, but as a Sub-Committee of the Police Committee. However, the appointment process for the Police Pensions Board is set out within the guidance, and is different from the Public Sector Board. The guidance requires that the Pensions Authority (in this case the Police Committee) appoints a Chairman, and the Chairman is then responsible for appointing the other Scheme Manager and Scheme Member representatives. Therefore, no amendment will required to the Police Pensions Sub (Police) Committee and no similar report will be submitted to the Police Committee.

Proposal

15. As stated above, amending the process by which Members are appointed to the Local Government Pensions Board requires an amendment to the Terms of Reference, and therefore approval by the Court of Common Council.

Appendix

- Appendix 1 – Local Government Pensions Board – Terms of Reference

All of which we submit to the judgement of this Honourable Court.

DATED this 24th day of September 2015.

SIGNED on behalf of the Committee.

Mark John Boleat
Chairman, Policy and Resources Committee

LOCAL GOVERNMENT PENSIONS BOARD

1. **Constitution**

A Non-Ward Committee consisting of,

- Three Scheme Manager Representatives, of which;
 - Two will be Members of the Court of Common Council (who may not be Members of the Investment Committee, Financial Investment Board or Establishment Committee);
 - One will be an Officer of the Corporation, nominated by the Town Clerk and Chief Executive; and
- Three Scheme Member Representatives, selected by **an appointment method determined by the Town Clerk and Chief Executive.**

In addition, the Board has the power to appoint one co-opted member (with no voting rights) as an independent advisor to the Board, should the Board require further technical guidance.

2. **Quorum**

The quorum consists of any two Members, including one Scheme Manager Representative and one Scheme Member Representative.

3. **Membership 2015/16**

Three Scheme Manager Representatives
Three Scheme Member Representatives

together with the co-opted Member referred to in paragraph 1 above.

4. **Terms of Reference**

In line with the requirements of the Public Services Pensions Act 2013 for the management of the City of London Corporation's Pension Scheme, to be responsible for assisting the Scheme Manager (the City of London Corporation) in the following matters:

- a) Securing compliance with the scheme regulations and other legislation relating to the governance and administration of the scheme and any statutory pension scheme that it is connected to;
- b) Securing compliance with requirements imposed in relation to the scheme and any connected scheme by the Pensions Regulator; and
- c) Other such matters as the scheme regulations may specify.

5. **Chairmanship**

Any Member of the Board will be eligible to be Chairman. However, to allow reporting to the Court of Common Council, either the Chairman or Deputy Chairman must be a Common Councilman.

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Report – Policy and Resources Committee

City of London Corporation Aviation Policy

To be presented on Thursday, 15th October 2015

*To the Right Honourable The Lord Mayor, Aldermen and Commons
of the City of London in Common Council assembled.*

SUMMARY

The City of London Corporation has consistently supported expansion in aviation capacity. In light of the recommendations of the recent Airports Commission, your Policy and Resources Committee recommends that the aviation policy position set out below be endorsed in order to inform, as far as possible, the Government's response to those recommendations, which is expected by the end of 2015.

RECOMMENDATION

We **recommend** that the Court of Common Council endorse the following policy position:

The City of London Corporation is clear that the lack of airport capacity in the South East of England has been needed to be addressed for a number of years. Not only because it is integral in maintaining the City of London's preeminent position as a leading financial centre, but it is also essential for the creation of jobs and growth across wider London and the rest of the UK.

Our own research backs this up showing that airport capacity remains one of the key factors necessary to achieve the forecast of 145,000 jobs being created in Central London in the next ten years. Furthermore, additional reports we published on the issue of aviation capacity in both 2002 and 2008 highlight its potential impact on the wider economic performance of the City. The latter found that 82 per cent of businesses regarded Heathrow as 'critical' or 'very important' to their organisations.

Following the publication of the Final Report of the independent Airports Commission, led by Howard Davies, in July 2015, the City of London Corporation supports the main recommendation for the expansion of Heathrow through the building of a third runway.

If the City is to continue to compete on the global stage then the financial and professional services firms based in the UK need to be able to do business globally. They especially need to be easily able to travel to emerging markets where economic opportunity is abundant. As the Commission made clear, Heathrow can provide that capacity most efficiently and effectively.

The City of London Corporation also agrees that expansion should not come at a cost which ignores the measures that the Airports Commission highlighted, in their entirety, which help address the negative impact on the local environment, air quality and communities.

As with the Commission's view, we urge the Government to make a quick decision on the Commission recommendations and keep to their commitment on an announcement before the end of the year.

MAIN REPORT

Background

1. The City of London Corporation has engaged in the debate regarding UK national aviation policy since the 1930s when it purchased land for a City of London Corporation airport at Fairlop in Essex. More recently, engagement since the late 1990s has consisted of consultation responses and the commissioning of research to establish the requirements for UK aviation policy in the context of maintaining London as the world's leading international financial and business centre.
2. Since 1996 the City of London Corporation has consistently supported and endorsed proposals that have sought to increase aviation capacity in the south east of England, provided they are accompanied by the requisite surface transport infrastructure and appropriate environmental safeguards.

Current position

3. The Airports Commission was established in September 2012 with the remit to examine the need for additional UK airport capacity and recommend how that need could be met in the short, medium and long term. The Commission (often referred to as the Davies Commission, after its Chairman) produced its final report in July 2015. It concluded that a new northwest runway at Heathrow airport, a westerly extension to the existing northern runway at Heathrow, and a new runway at Gatwick, all presented credible options for expansion, but nevertheless concluded emphatically that a new northwest runway at Heathrow Airport, allied with a package of measures to mitigate its environmental and community impacts, presented the strongest case for increased airport capacity in the south east of England. Should the Government choose to expand capacity at Heathrow, the City of London Corporation would seek to ensure that

appropriate environmental measures were put in place to protect City managed open spaces.

4. The Airports Commission noted that London airport capacity has been a UK public policy issue for over 50 years. For the last 20 of those, the City of London Corporation has consistently supported expansion of some kind or other at a variety of existing London airports. Now that the Commission has reported to government with an emphatic recommendation for increasing London's airport capacity through a new runway at Heathrow, and in anticipation of the government's final decision on airport capacity, which is expected by the end of 2015, the City of London Corporation has the opportunity to endorse the Commission's recommendation and reflect the needs of the City's business community and London's role as the world's leading international financial and business centre.
5. Therefore it is proposed that the City of London Corporation adopt the policy position outlined in the recommendation above. The statement reflects the positioning adopted by the City Corporation to date, the evidence it has gathered through its commissioning of research, the needs and requirements of City businesses, and the evidence-led recommendations of the Airports Commission.

Conclusion

6. The City of London Corporation has been engaging consistently with the issue of UK aviation capacity since 1996. Now that the Airports Commission has reached a comprehensive recommendation for expansion and expansion at Heathrow in particular, members are recommended to adopt a policy position so that the case for increased aviation capacity can be made as strongly as possible ahead of the Government's decision on expansion at the end of this year.

All of which we submit to the judgement of this Honourable Court.

DATED this 24th day of September 2015.

SIGNED on behalf of the Board.

Mark John Boleat
Chairman, Policy and Resources Committee

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Report – Finance Committee

City of London Procurement Code 2015

To be presented on Thursday, 15th October 2015

*To the Right Honourable The Lord Mayor, Aldermen and Commons of
the City of London in Common Council assembled.*

SUMMARY

1. This report summarises the new City of London Procurement Code 2015 (the 2015 Code), with key updates reflecting EU Procurement Directives and new legislation introduced by the Government in 2015 (mainly the UK Public Contract Regulations 2015 and the Small Business and Employment Act 2015). The 2015 Code also introduces recommended operational changes to drive future procurement efficiency and savings.
2. The 2015 Code has been developed in consultation with the Comptroller and City Solicitor, Chief Officers, Procurement Steering Group members, Procurement Category Board members and heads of Finance.
3. The 2015 Code will be presented in two parts. Part One will provide the overarching rules that must be followed by any City of London Corporation Officer when purchasing goods, works or services or entering into or extending a contract with a third party supplier to the City. Part Two will be an internal supporting guide to the 2015 Code, giving detailed advice and information to support officers who are not familiar with the rules or are infrequent purchasers. Part Two of the 2015 Code will be finalised to support the launch of Part One of the 2015 Code on 1 November 2015.
4. Your Finance Committee considered a draft of the 2015 Code at its meeting on 22 September and approved it for submission to the Court of Common Council, subject to the following amendments:
 - The addition of a further clause in rule 35 to clarify that Officers must also ensure that contracts are within the approved budgets.
 - Amending the word “substantial” in rule 34.2(c) to “material”.
 - Amending the word “ensure” in rule 51.1 to the word “establish”.

5. These have been reflected within the City of London Procurement Code 2015 at Appendix 1. Appendix 2 provides a summary table of the changes from the City of London Corporation's current procurement regulations.

RECOMMENDATION

6. The Court is asked to approve the City of London Procurement Code 2015 Part One, to be effective from 1 November 2015.

Appendices

- Appendix 1 – City of London Procurement Code 2015
- Appendix 2 – Summary of changes from the current procurement regulations

All of which we submit to the judgement of this Honourable Court.

DATED this 22nd day of September 2015.

SIGNED on behalf of the Committee.

Roger Arthur Holden Chadwick
Chairman, Finance Committee



CITY OF LONDON
PROCUREMENT CODE
PART ONE: RULES

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A. INTRODUCTION

The Procurement Code is a fundamental component that governs procurement and assists the implementation and delivery of the Procurement Strategy 2015-2018. The Procurement Strategy and service performance is ultimately overseen and authorised by elected members and governed by the Procurement Steering Group.

The Procurement Strategy sets out a programme to modernise the City's procurement services to achieve: operational excellence; optimise value for money; enhance technology and innovation; and deliver corporate responsibility all leading to sustainable high performance. Procuring (buying) goods, works and services in the right way is essential to ensure value for money is achieved.

This Code constitutes the rules that must be followed when any procurement is undertaken by the City and are designed to ensure that risks are minimised and procurement complies with the Public Contracts Regulations 2015 and other relevant legislation.

Guidance and templates to underpin each of the rules and assist officers with undertaking procurement can be found in Part Two of this Code.

Part Three of the Code sets out the organisational structure and roles and responsibilities of officers and members for procurement at the City.

The Procurement Code also applies to the City for externally funded or collaborative projects where it is the contracting authority conducting the procurement and signing the contract e.g. the Lottery Heritage Fund.

Summary of Abbreviations

The City	The Mayor and Commonalty and Citizens of the City of London (i.e. the City of London Corporation)
CoLP	City of London Police
Code	Procurement Code
Corporate Contract	A contract for the procurement of supplies, services or works by more than one department of the City
C&CS	Comptroller and City Solicitor
EU	European Union
GHG	Greenhouse gases
General Treaty Principles	The underlying principles of the Treaty on the Functioning of the European Union (TFEU) generally understood as promoting equal treatment, non-discrimination and transparency in the award of public contracts, particularly where there is a degree of cross-border interest.
OJEU	Official Journal of the European Union
PCR 2015	Public Contracts Regulations 2015
Pcard	Purchasing Card

PQQ	Pre-qualification Questionnaire
PSG	Procurement Steering Group
SME	Small or medium sized enterprise
Social Enterprise	A business that trades to tackle social problems, improve communities, people's life chances, or the environment.
SVP	Social Value Panel

B. GOVERNANCE AND PRINCIPLES

1. External Regulations

- 1.1. Public Procurement is subject to a regulatory framework which directly impacts the City in its capacity as a local and police authority. These include EU treaty principles, EU directives, the regulations that implement them and UK-specific legislation.
- 1.2. The implementation of PCR 2015 (which transposes EU Directives relating to procurement into English law) and the *Small Business Enterprise and Employment Act 2015* means that all processes for above and below EU threshold procurements are now regulated.

2. Public Contracts Regulations 2015 (PCR 2015)

- 2.1. PCR 2015 applies to the City without distinguishing between its various functions. When acting in a capacity other than as a local authority or police authority, the PCR 2015 will be considered as applicable, unless C&CS has advised in writing to the contrary.
- 2.2. The key changes of the PCR 2015 include:
 - Abolition of PQQs below OJEU thresholds;
 - Use of a standard PQQ for above OJEU thresholds;
 - Removal of the distinction between Part A and Part B services;
 - Introduction of the 'Light Touch' regime for certain social services and various health, education, community and cultural services over £625,000, which will need to be advertised in OJEU. However, it remains with the contracting authority to determine its own award procedures;
 - Introduction of the Competitive Procedure with Negotiation;
 - Introduction of Innovation Partnerships;
 - Prompt payment provisions;
 - Changes to the financial assessment of suppliers; and
 - Provisions for SMEs, including recommendations to break contracts into lots.

- 2.3. PCR 2015 applies to all public supplies, services and works contracts. Failure to comply with PCR 2015 could expose the City to the risk of a successful legal challenge. Therefore, all procurements subject to PCR 2015 must be undertaken by City Procurement.

3. Governance

- 3.1. The Chamberlain is responsible for City Procurement, which is the central service for the City's procurement operations.
- 3.2. The Finance Committee are responsible for overseeing the performance and development of City Procurement. However, major decisions regarding policy and financial approval will be referred to Policy and Resources, Court of Common Council or other Committees for approval wherever necessary.
- 3.3. PSG is the leadership and Senior Officer Board that oversees procurement performance and policy development. It is jointly chaired by the Chamberlain and Deputy Town Clerk.
- 3.4. Category Boards are decision making forums (normally chaired by Chief Officers) that are responsible for approving and overseeing procurement strategy and performance monitoring in major areas of related expenditure, such as construction or information technology.

4. Monitoring

- 4.1. City Procurement is responsible for monitoring and reporting on all of the City's procurement expenditure and activities. Procurement is subject to scrutiny by the City's Internal Audit Service, which may undertake audits, issue reports and make recommendations on any of its activities. The City's procurement activities and processes are also subject to external audit reviews.

5. Best Value

- 5.1. Officers undertaking procurement on behalf of the City have a duty to apply Best Value principles in accordance with section 3 of the *Local Government Act 1999*. The Best Value principles are relevant to the entire procurement process and this Code and must always be taken into account.
- 5.2. The duty to achieve best value for the City requires us to consider and investigate economic, environmental and social aspects and outputs in relation to the purchasing decisions we make. Through our procurement processes and activities we aim to minimise the negative impacts associated with goods, services and works and their associated supply chains and maximise potential benefits including social value. This commitment is regulated in public services contracts by the *Public Services (Social Value) Act 2012*.
- 5.3. Section 3 of the *Local Government Act 1999* and the *Public Services (Social Value) Act 2012* applies to the City without distinguishing between its various functions. When acting in a capacity other than as a local or police authority, Section 3 of the *Local Government Act 1999* and the *Public Services (Social Value) Act 2012* will be considered as applicable, unless C&CS has advised in writing to the contrary.

6. Codes of Conduct

- 6.1. The City expects all officers and elected members involved in procurement to behave with the highest levels of probity and integrity in accordance with the *Bribery Act 2010*, this Code, *The Employee Code of Conduct* and *The Fraud Awareness Policy*. Failure to adhere

to these conditions will result in disciplinary action and in the most serious cases criminal investigation and prosecution.

7. Conflicts of Interest

- 7.1. Any personal conflict of interest arising out of a procurement exercise must be declared immediately to the Head of City Procurement who will determine the action required to address the conflict.

8. Transparency

- 8.1. City Procurement is responsible for publishing procurement information required by the *Local Government Transparency Code 2015* and for managing Freedom of Information Requests relating to procurement. The requirements do not extend to the City's non local authority functions including the Police and Crime Commissioners for whom a separate transparency framework applies.

9. Collaboration

- 9.1. Procurement will be undertaken in a spirit of collaboration between City Procurement, officers and members of the City as whole, our external partners and suppliers and the communities it serves. In many cases this will involve working jointly for the corporate good across the organisation and in collaboration with external partners.

10. Equal Treatment

- 10.1. All procurement undertaken by the City must accord equal treatment and consideration to all organisations competing for its contracts. This involves undertaking the procurement in accordance with the rules, procedures and guidance we publish and applying them equally to all participants without favour.

11. Proportionality

The processes to be followed by the City should be proportionate to the value, strategic and operational importance, statutory obligations, contractual and related risks (including reputational and uninsurable risks) and commercial benefits of the procurement being undertaken.

C. OPERATIONS

12. Annual Sourcing Plan

- 12.1. Chief Officers must provide the Head of City Procurement with a forecast, for the next financial year, every February of all the procurements £100,000 or more for supplies or services and £400,000 or more for works, to enable City Procurement to plan and allocate resources for the following financial year.

13. Section 20 Consultations and the use of Nominated Suppliers

- 13.1. Procurements relating to supplies, services and works for residential properties leased by the City may be subject to statutory requirements for the City to consult with leaseholders under Section 20 of the *Landlord and Tenant Act 1985* (as amended).

- 13.2.** Officers responsible for managing the properties for which the procurements are being undertaken are also responsible for undertaking the consultation with leaseholders and will need to factor in the longer lead-in times for procurement processes in cases of leaseholder consultation.
- 13.3.** Below the EU threshold, procurements relating to supplies, services and works for residential properties leased by the City may also be subject to Section 20 which allows leaseholders to nominate suppliers to be considered for inclusion in tenders.

14. Estimating Contract Values

- 14.1.** Officers estimating contract values for the purposes of complying with the procurement thresholds should calculate the whole estimated contract value over the life of a contract including provision for subsequent phases of a project and appropriate contract extensions.
- 14.2.** Officers must not deliberately sub-divide or disaggregate procurements for the purpose of avoiding the thresholds in this Code.
- 14.3.** City Procurement must be consulted regarding all procurement estimates above £10,000.

15. Procurement Thresholds

- 15.1. The quotation and tender thresholds apply to all procurement including the procurement phases of projects.
- 15.2. All contracts valued ¹£100,000 or more for supplies or services, and £400,000 or more for works, must be advertised except where an existing approved Corporate Contract or framework is being used.
- 15.3. The following thresholds apply:

Type of Procurement	Supplies & Services (including Consultancy Services) Threshold	Works Threshold	Basis and Guidance
Operational Purchasing	Up to £10,000	Up to £10,000	Officers may seek one or more quotations directly from suppliers, providing aggregation, best value and responsible procurement principles are observed. Once a quotation has been obtained, a requisition must be created on iProcurement and submitted to City Procurement who will issue a Purchase Order to the selected supplier. Where a Corporate Contract for the supplies and services exists, it must be used.
One-off Purchasing	More than £10,000, but less than £100,000	More than £10,000 but less than £400,000	Request for Quotation must be undertaken by City Procurement – a minimum of three firms to be invited to submit written quotations one of which should be a local firm, SME, or a Social Enterprise.
Strategic Purchasing (Advertise)	£100,000 or more, but less than ² EU Supplies & Services Threshold	£400,000 or more, but less than ³ EU Works Threshold	Tenders must be undertaken by City Procurement. A minimum of three firms to be invited to submit tenders, which must be advertised via Capital e-Sourcing (www.capitalesourcing.com)
Strategic Purchasing (Advertise in OJEU)	Above EU Supplies & Services Threshold	Above EU Works Threshold	Tenders must be undertaken by City Procurement and advertised in the Official Journal of the European Union (http://ted.europa.eu) and via Capital e-Sourcing (www.capitalesourcing.com).

¹ All of the financial thresholds in the Procurement Code are exclusive of VAT or any other taxes

² The current EU Threshold for supplies and services can be found at: <http://www.ojec.com/thresholds.aspx>

³ The current EU thresholds for works can be found at: <http://www.ojec.com/thresholds.aspx>

15.4. For supplies, services and works below the EU threshold which are subject to Section 20 of the *Landlord and Tenants Act 1985* (as amended), please refer to rule 13 above and associated guidance in Part Two of this Code.

16. Contracts Lettings Thresholds

16.1. The contracts lettings thresholds set out the types and levels of approvals required by officers to proceed with the various phases of non-project related procurements and the award of contracts.

16.2. Different approval processes and thresholds apply to the procurement phases of projects. The project approval thresholds can be found on the Project pages of COLNET⁴.

16.3. For non-project related contracts, depending on the estimated contract value and the per annum contract value, there may be 3 stages of committee involvement:-

- **Stage 1:** Finance Committee agrees the high level evaluation criteria to be applied in the selection process.
- **Stage 2:** Finance Committee receives a 'for information' update following supplier short- listing.
- **Stage 3:** The Chamberlain or Category Board as delegated by the Chamberlain, receives the final recommendation on contract award, and depending on the estimated per annum contract value also the Finance Committee and Court of Common Council as shown in the table below.

16.4. The following thresholds apply to the total contract value:

Estimated Contract Cost	Approval Required by	Stages
Less than EU Threshold	There is no general requirement to report to Committee but the Procurement Thresholds for inviting quotations or tenders in rule 15.1 above must be followed.	
Over EU Threshold, but below £2,000,000	Chamberlain or Category Board as delegated by the Chamberlain and as required a for information report to be presented to Spending Committees for contracts with a total value above £500,000	3
£2,000,000 or more, but less than £4,000,000	Finance Committee	1 ,2 and 3
£4,000,000 and above	Finance Committee and Court of Common Council	1 ,2 and 3

⁴ <http://colnet/Departments/Town%20Clerks/Project%20Management/Pages/Our%20Business/Home.aspx>

17. Corporate Contracts

- 17.1. City Procurement have awarded a range of ⁴Corporate Contracts for supplies, services and in some cases works that are commonly required by all or a wide range of the City's departments.
- 17.2. Officers must use Corporate Contracts to ensure value for money, efficiency and best practice.
- 17.3. Information relating to Corporate Contracts may be commercially sensitive and officers must not communicate it directly or indirectly to other external suppliers.

18. Concession Contracts

- 18.1. Officers considering the creation of concession contracts at whatever threshold must consult with City Procurement as early as possible in the research or planning phase of the project who will undertake a review in accordance with the explanations and procedures set out in Part Two of this Code.

19. Creating a City of London Framework

- 19.1. Where officers wish to invite tenders to create a City of London framework the procurement is subject to the Procurement Threshold and the award decision is subject to the Contracts Letting Thresholds set out in rule 16 above. Mini competitions or call-offs from such frameworks should be administered through City Procurement.
- 19.2. All tenders for the creation of City of London frameworks must be undertaken by officers in City Procurement.
- 19.3. The majority of framework agreements will be let under the PCR 2015. The minority that are low value will still be subject to General Treaty Principles.

20. Using Frameworks created by External Contracting Authorities

- 20.1. Before using an external framework for the first time, City Procurement will undertake a due diligence assessment of the benefits and risks, adopting a proportionate approach in accordance the guidance set out in Part Two of this Code.

21. Access Agreements

- 21.1. Where use of a framework is conditional upon the City first signing an Access Agreement (or similar) with the external contracting authority, such an agreement must be reviewed by City Procurement in accordance with the procedures Part Two of this Code.

22. *The Police Act 1996 (equipment) Regulations 2011 and the Police Act 1996 (services) Regulations 2011*

- 22.1. Where the Secretary of State, the Home Office and the Crown Commercial Service has awarded or approved national police framework for the provision of equipment or services mandated in accordance with the above regulations they must be used by CoLP.

⁴<http://www.cityoflondon.gov.uk/business/tenders-and-procurement/Pages/contract-lists.aspx>

- 22.2. Mini competitions or call-offs from such frameworks should be administered through City Procurement.
- 22.3. Officers are not required to obtain a waiver from this Code when using such frameworks even when an equivalent Corporate Contract or City of London framework is in place.
- 22.4. All other national or regional police frameworks agreements under s23 of the *Police Act 1996* will require a due diligence exercise to be conducted in accordance with rule 20.1 above.
- 22.5. Police collaboration agreements under s.22 and 23 of the *Police Act 1996* must be managed by C&CS.

23. Appointment of External Procurement and Legal Consultants

- 23.1. Officers wishing to appoint external consultants to assist with procurement projects must consult the City Procurement before all such appointments are made.
- 23.2. The appointment of external legal counsel including solicitors and barristers is also subject to C&CS consultation and procedures.
- 23.3. Any resulting appointment must comply either with this Code in respect of a procurement in line with services thresholds or via the HR Recruitment and Selection policy in respect of short term contracts of employment or the appointment of temporary staff. All external consultants and companies appointed by the City to assist with procurements must be advised of their obligation to declare conflicts of interest.

24. Communication with Suppliers

- 24.1. City Procurement is responsible for managing all communications with suppliers during procurement projects and officers should follow the advice and instructions of the City Procurement's Category Managers and Procurement Officers. Failure to do so may compromise confidentiality and data protection obligations and jeopardise the procurement.

25. Waivers

- 25.1. In special or exceptional circumstances, the requirements of this Code may be waived provided one of the following authorisations has been received:

Estimated Contract Cost	Approval Required by
Less than £10,000	No waiver necessary procurement can be undertaken at officer's discretion. With the exception of a decision not to use a Corporate Contract where a Chief Officer waiver is required. Unless there are sound commercial or operational reasons for not doing so approved by the Head of Sourcing.
£10,000 or more, but less than £50,000	Chief Officer must be in writing in line with the waiver process, signed by Chief Officers.
£50,000 or more, but less than £2,000,000	Finance Committee (and Projects Sub-Committee for contracts let as part of projects) unless waiting for the next Spending Committee meeting would have a detrimental effect to the business the urgent waiver process applies.
£2,000,000 and above	Finance Committee (and Projects Sub-Committee for contracts let as part of projects) and Court of Common Council.

- 25.2. Officers seeking waivers from Projects Sub Committee or Finance Committee are advised that it may be necessary to submit a for information report to the relevant spending committee.

- 25.3. The following thresholds will apply to **urgent** waivers:

Estimated Contract Cost	Approval Required by
£50,000 or more, but less than £500,000	Chamberlain may authorise waivers
£500,000 or more, but less than £2,000,000	Town Clerk in consultation with Finance Committee Chairman (or Deputy Chairman in Chairman's absence)

- 25.4. All waivers granted will be reported to the next Finance Committee and relevant spend committees.

- 25.5. The requirement to obtain waivers for not using Corporate Contracts applies to all procurement values including purchases below £10,000.

- 25.6. The statutory provisions of PCR 2015 will be applied to all procurements by the City and cannot legally be waived when the City is acting in its capacity as a local authority or police authority. When acting in a capacity other than as a local authority, PCR 2015 waivers will not be considered unless the C&CS has provided written advice in accordance with rule 2.1 above.

26. Procurement Exemptions

- 26.1.** Only in a very limited number of instances is it not necessary to seek a competitive tender or quotations. The approved list of exemptions to procurement is included in Part Two of this Code.

D. CONTRACT MANAGEMENT

27. Contract Management

- 27.1.** Contracts awarded following procurements undertaken by City Procurement will be managed by appropriate officers in City departments directly for their own department, on behalf of a group of departments or, in the case of Corporate Contracts, the City as a whole including any external organisations using the contract.
- 27.2.** Where Category Boards commission City Procurement to create new contracts the agreed sourcing plan will incorporate clear provision for the management of the resulting contract or contracts.

28. Contracts Register

- 28.1.** City Procurement is responsible for managing and maintaining a register of all contracts awarded by the City or assigned to the City by third parties.
- 28.2.** After the contract has been awarded the officers and department responsible for managing the contract are also responsible for notifying City Procurement of any changes to the status of the contract including but not limited to contract extensions, contract value, scope, terminations and changes to contract management arrangements.

29. Document Retention

- 29.1.** The City's regulations for the retention of tenders, quotations and contracts are set out in Part 2 of the City's Financial Regulations.
- 29.2.** City Procurement is responsible for maintaining a register of tenders and quotations and will keep records for 6 years.
- 29.3.** Contracts awarded under seal for supplies and services at £250,000 or above and for works at £400,000 or above must be kept for 12 years from the date of final delivery or completion of the supply, services or works to which they relate. Contracts not under seal must be kept for 6 years from the date of final delivery or completion of the supply, services or works to which they relate.
- 29.4.** Where C&CS have not prepared contracts for execution or signature, City Procurement must provide to the C&CS Information Manager original signed copies of every contract it awards within 14 days of the contract being exchanged and signed by the parties. The 14 days will also apply to all contract variations, extensions and change requests which are prepared at a local level. The C&CS has its own internal procedures for those contracts and other documents it prepares. C&CS is responsible for the storage and archiving of the original contracts.

30. Contract Extensions (Non-project related contracts)

30.1. Officers have the right to extend non-project related contracts if the contract terms allow for an extension and the requisite approval was obtained in accordance with the Contracts Lettings Thresholds (see rule 16 above). However, before exercising the right to extend, officers must also undertake a formal contract review for all contracts valued £10,000 or more in conjunction with City Procurement to evaluate contract performance, value for money and alternative procurement opportunities.

30.2. The following thresholds and procedures apply to the review:

Estimated Contract Value	Contract Review Procedure	Approval Procedure
£10,000 or more, but less than £100,000	Contract Manager and City Procurement Category Manager undertake a joint review and produce a brief report with appropriate recommendations. The review should take place 4 months before the expiry of the minimum term	Approval by the Head of Sourcing
£100,000 to OJEU thresholds	Contract Manager and City Procurement Category Manager undertake joint review and produce a report with appropriate recommendations. The review should take place 6 months before the expiry of the minimum term.	Approval of joint report and recommendations by the appropriate Category Board
Above OJEU thresholds	Contract Manager and City Procurement Category Manager undertake joint review and produce a report with appropriate recommendations. The review should take place 9 months before the expiry of the minimum term.	Approval of joint report and recommendations by the appropriate Category Board

31. Increases in Contract Value

- 31.1. For all contracts where specific provision has been previously approved and expenditure will exceed the approved provision (after allowing for inflation) by more than 20% or £400,000, whichever is the lowest; expenditure shall only be incurred when the following authorisations have been obtained:

Expenditure	Approval by
Less than £500,000	Spending Committee and the Committee(s) which considered the Detailed Options Appraisal or Contracts Letting Report
£500,000 and above	Spending Committee, the Committee(s) which considered the Detailed Options Appraisal or Contracts Lettings Report and the Court of Common Council

- 31.2. Where increases in contract value would result in low value contracts exceeding EU thresholds, the City has no authority to approve such increases and a new tender would be required.

32. Contract Variations

- 32.1. The alteration of the terms and conditions or the suspension or abrogation of the proper performance of any contract, or part or parts thereof, to which the City is a party, shall be subject to the approval of the relevant Spending Committee.

33. Contracts procured by third parties, subsequently assigned or novated to the City

- 33.1. This Code does not apply to contracts which have been procured by a third party and assigned or novated to the City following the acquisition by, or reversion to, the City of long leasehold interests or the acquisition of freehold interests.
- 33.2. These contracts will be handled directly by the City Surveyor who shall ensure in consultation with C&CS that the required due diligence on the contracts is undertaken on any contracts which are to be assigned or novated to the City following the completion of the commercial transaction.
- 33.3. The City Surveyor should advise City Procurement of such contacts to ensure they are included in the Contracts Register.
- 33.4. On the expiry of contracts procured by third parties which have been assigned or novated to the City, where a Corporate Contract exists, the Corporate Contract must be used.

34. Changes in identity of Suppliers

- 34.1. City Procurement must be consulted regarding the assignment or novation of contracts in accordance with the guidance and procedures in Part Two of this Code.
- 34.2. No novation agreement must be entered into until:
- (a) the terms have been agreed in consultation with C&CS;

- (b) the financial standing and insurances for the new contracting party has been approved by the Chamberlain;
- (c) the new contractor meets the original qualitative selection criteria and there are no other material modifications made to the original contract; and
- (d) spending committee approval has been obtained to enter into the novation agreement

34.3. Where it is established that no assignment or novation has taken place but only a rebranding exercise following a company merger or acquisition, then a copy of the Change of Name Certificate must be provided to C&CS to place with the original contract.

35. Contract Signatures

35.1. The Chamberlain and Chief Officers in accordance with the City's Scheme of Delegations are authorised to sign contracts awarded up to a value of £250,000 for supplies or services and up to £400,000 for works. The signatory must ensure that there is an approved budget established before entering into a contract in accordance with the CoL's Financial Regulations.

35.2. C&CS is responsible for signing all contracts awarded of £250,000 or more for supplies or services and £400,000 or more for works. These contracts must be sealed by the City and executed as a deed unless C&CS advise otherwise.

36. Financial Standing and Risk Management

36.1. City Procurement are responsible in conjunction with the Chamberlain's Financial Division for ensuring that appropriate steps have been undertaken to appraise the financial standing of the contractor and any other risks for contracts with an estimated value over the EU threshold for supplies or services (currently £172,514) and valued £400,000 or more for works.

37. Contract Terms and Conditions

37.1. C&CS maintain standard templates of conditions of contract. In the absence of a suitable template, or in cases that are complex or novel, C&CS will advise on appropriate terms. All proposals involving non-City standard terms and conditions must be submitted to C&CS for vetting in good time to enable C&CS to amend terms or substitute as necessary.

38. Standard Procurement Documents

38.1. City Procurement is responsible for developing and maintaining standard procurement documents to be used when conducting tenders or requests for quotations.

39. Disposal of goods

39.1. City Procurement are responsible for ensuring that the City has a range of services to ensure that goods which have been purchased and are no longer required are disposed of in ways which support probity, value for money, health and safety and sustainability.

40. Complaints about Police Contractors

- 40.1. Where goods, services or works are being procured by or for CoLP either under contracts specifically awarded for the CoLP or where the CoLP are utilising a Corporate Contract this Code, the ⁵*IPCC statutory Guidance* and ⁶*The Independent Police Complaints Commission (Complaints and Misconduct) (Contractors) Regulations 2015* will have to be taken into consideration.

41. References and the Promotion and Marketing of Suppliers

- 41.1. Officers must refer all requests for supplier references to City Procurement who will issue a response after consultation with the appropriate contract manager.
- 41.2. Officers must also refer all requests for the promotion and marketing of suppliers to City Procurement who will decide whether the request should be approved.

E. ACCOUNTS PAYABLE

42. Purchase Order Exemptions

- 42.1. It is possible to place a purchase order for all requirements and the vast majority of procurement is covered by the *No PO No Pay policy*⁷. However, in a limited number of circumstances for a limited number of services, it may be appropriate to exempt expenditure from the policy. The approved *Purchase Order Exemption policy* can be found [here](#).

43. Amendments to Purchase Orders

- 43.1. Requests to amend Purchase Orders should be submitted to the Procurement Operations team in accordance with the guidance set out in Part Two of this Code.

44. Prompt Payment Code

- 44.1. In accordance with the *Prompt Payment Code*, the City aims to pay undisputed invoices, that quote a valid purchase order number (or approved exemption code), within 10 days of the invoice arriving anywhere in the City for SMEs with fewer than 250 employees and 30 days for businesses who employ more than 250 employees.

45. Purchasing Cards

- 45.1. The City provides a corporate Pcard service for the procurement and payment of low value goods and services. The Corporate Contract, associated systems, training and policy is managed by City Procurement but operated and administered by registered departmental managers.
- 45.2. Pcards must be used and administered in accordance with the policy and user guide in Part Two of this Code.

⁵ <http://www.ipcc.gov.uk/page/statutory-guidance>

⁶ <http://www.legislation.gov.uk/ukxi/2015/431/contents/made>

⁷ Further information on the *No PO No Pay policy* is available on the intranet.

46. Supplier Creation (Oracle System)

- 46.1. The Accounts Payable team in City Procurement is responsible for supplier creation on Oracle in accordance with the guidance contained in Part Two of this Code.

F. RESPONSIBLE PROCUREMENT

47. Responsible Procurement Policy

- 47.1. The City recognises its duty to strive to procure products, services and works that mitigate environmental and social impacts throughout the supply chain and which have a positive impact on our environment and surrounding communities.
- 47.2. For all contracts with a total contract value of £250,000 or above the City requires a minimum of 10% of the weighting for the technical (qualitative) element of the evaluation score, or a 5% flat rate where the percentage falls below 5% of the total score, to be allocated to responsible procurement, incorporating social and/or environmental parameters. All contracts below this value must adhere to the City's local responsible procurement initiatives.
- 47.3. Officers must use the Government Buying Standards 'Mandatory' criteria and whenever practicable the 'Best Practice' criteria, in the technical specifications, evaluation criteria and/or contract clauses for all relevant product categories.

48. Local, SME and Social Enterprise Procurements

- 48.1. Officers are required to invite either a UK based SME or Social Enterprise, or a local supplier from one of the Local Procurement target boroughs to quote for all contracts valued at £10,000 or more, but less than:
- £100,000 for supplies or services; and
 - £400,000 for works.

City Procurement is required to report on the delivery of these requirements.

- 48.2. Although officers have authority to use their own discretion to decide from whom and how many suppliers they invite for procurements valued below £10,000, except where Corporate Contracts are in place, they are strongly encouraged to seek quotations from UK based SME's and Social Enterprises or local suppliers from one of the Local Procurement target boroughs.
- 48.3. The Local Procurement target boroughs selected due to the high levels of deprivation are: Tower Hamlets, Hackney; Islington; Camden; Lambeth; Southwark; Newham; Greenwich; Haringey; Lewisham; Barking and Dagenham; Waltham Forest.

49. Social Value Panel

- 49.1. The *Public Services (Social Value) Act 2012* requires the City to consider how a procurement project might improve the economic, social and environmental well-being of the relevant area when procuring **public services contracts** above the EU threshold.
- 49.2. The City has established a SVP to undertake consultations on the economic, social and environmental impacts of relevant contracts. Officers should ensure that all public service

contracts over the OJEU threshold go to the SVP for consultation. Officers must factor in sufficient time into their procurement plans to undertake the consultation.

50. Living Wage Policy

- 50.1. The City is an accredited Living Wage employer. There are two rates of Living Wage: one for those based in Greater London (**London Living Wage**) and another rate for the rest of the UK (**UK Living Wage**).
- 50.2. The City has a *Living Wage Policy*⁸. The Living Wage applies to all its employees and current and future contractors and their sub-contractors providing services who work two or more hours a day for eight or more consecutive weeks of the year.

51. Noise Control

- 51.1. Officers must establish that suppliers must be able to meet minimum statutory obligations and the City's policies regarding noise control and emissions.

52. Air Pollution

- 52.1. The City of London is an Air Quality Management Area as levels of air pollution exceed health based targets. Officers and contractors must observe and adhere to *The City Air Quality Strategy 2015 – 2020* standards to reduce the impact on local air quality for major contracts namely £100,000 and above for supplies and services or £400,000 and above for works.

53. Climate Change Mitigation

- 53.1. According to the City's *Climate Change Mitigation Strategy*, the City of London will contribute to achieving the national medium term target of 34% reduction in GHG emissions by 2020, set under the UK Climate Change Act 2008, the London-specific target of 60% reduction in GHG emissions by 2025 and the national long term target of 80% reduction in GHG emissions by 2050 (from 1990 levels).
- 53.2. All officers must consider the above strategy as part of all procurement activity.

⁸ <http://colnet/Departments/Chamberlains/City%20Procurement/Pages/Policy/Living-Wage-.aspx>

Summary of Changes from the existing City of London Procurement Regulations to the proposed City of London Procurement Code 2015

A summary table of the rationale for each of the rules in Part One below illustrates which changes are due to UK Law and which are local arrangements recommended by City of London's interpretation of the UK and EU regulations. The table reflects the fact that the public procurement process is highly regulated, more so with the advent of the newly introduced Public Contracts Regulations 2015 and the Small Business Employment and Enterprise Act 2015. There are now clear government sanctions and legal remedies available for suppliers where contracting authorities fail to apply the regulations correctly. Those rules which specifically address legislative requirements are marked with a Yes. It is hoped that the table will prove useful in referencing the main changes within the Procurement Code 2015.

Rule	Rationale	Legislation
Section One – Introduction	Brief Summary of the purpose & format of the Code	No
1 External Regulations	Makes clear that there are a number of UK public regulations that govern procurement and thereby the City is subject to statute for all City Fund spend, with a consistent approach taken for City Cash activity.	Yes
2 Public Contracts Regulations 2015	New rule with brief summary of the new changes to UK public procurement arising from PCR 2015 and that City Procurement must undertake all procurements above the OJEU thresholds including non-local authority procurement unless the Comptroller advises otherwise in writing	Yes
3 Governance	Brief summary of the governance arrangements for City Procurement	No
4 Monitoring	Makes clear the arrangements for monitoring procurement & that City Procurement is responsible	No
5 Best Value	Part of a section of new rules setting out the key public procurement principles set out in LG Act 1999, EU Treaties, PCR 2015, Bribery Act 2010 – failure to apply these principles could open the City to legal challenge	Yes
6 Codes of Conduct	See 5 above & aligns Rules to the City's Codes of Conduct	Yes
7 Conflicts of Interest	See 5 above & note that PCR 2015 requires authorities to have procedures to address conflicts	Yes
8 Transparency	See 5 above and note that the rules sets out the City's obligations regarding the LG Transparency Code and the exemptions for private funds	Yes

Rule	Rationale	Legislation
9 Collaboration	See 5 above and makes clear that collaboration is a key requirement of the City's new Procurement Code	Yes
10 Equal Treatment	See 5 above – a key feature of PCR 2015 reinforces the need to be fair to all bidders	Yes
11 Proportionality	See 5 above a key feature of public procurement rules & processes should be proportionate to risks and not unduly add costs to the public or bidders	Yes
12 Annual Sourcing Plan	Updated rule confirming procedures for planning major procurements	No
13 Section 20 Consultation	New rule to ensure compliance with Section 20 of the Landlord & Tenant Act 1985 as amended by the Common hold & Leasehold Reform Act 2002.	Yes
14 Estimating Contract Values	New rule for calculating contract value for the purposes of the thresholds in the Code makes clear that deliberate disaggregation to avoid the thresholds is non-compliant: this is a key part of PCR 2015	Yes
15 Procurement Thresholds	Updated rules setting out thresholds for inviting and advertising tenders. Main change is the new minimum threshold for officer's discretion of £10k agreed by PSG and Chief Officers Group in June. Also supplies, services & works merged into one table for easier use and consultancy now subject to services thresholds (consultancy has always been classified as a services for the purposes of the PCR 2015)	Yes – below and above OJEU threshold procurement subject to legislation
16 Contracts Lettings Thresholds	Updates contracts thresholds rule removing the per annum provision to total contract value to align with rules 14 and 15 bringing more clarity & consistency but it will result in more contracts being subject to committee approval	No
17 Corporate Contracts	New rule setting out the benefits of corporate contracts, stating that they must be used & the information is commercially sensitive and must not be disclosed to external suppliers	No
18 Concession Contracts	New rule requiring officers to consult City Procurement when considering concession contracts. This is a complex area where the supplier accepts all the commercial risk and delivers the service in return for direct income without cost to the City – will soon be subject to an EU Concessions Directive for contracts above £5m. Guidance to be provided in Part 2	Partially but only for contracts over £5m

Rule	Rationale	Legislation
19 Creating a City of London Framework Agreement	Confirms that City Procurement must manage the procurement process when the City invites tenders for the award of its own frameworks in accordance with PCR 2015	Yes
20 Using Framework Agreements created by external authorities	Confirms that City Procurement must be consulted before external frameworks are used. Incorrect use of framework agreements could result in legal challenges especially for high value contracts so these checks are important to mitigate risk. The levels of checks are proportionate to the value and risk of the proposed contract.	Yes
21 Access Agreements	Confirms that City Procurement must be consulted before access agreements (required to use some external frameworks) are signed to check the City's liabilities	No
22 Police Act 1996 Regulations 20011	New Rule to ensure that where the CoLP are required to use contracts mandated by the Regulations they are not required to obtain a waiver from the City's Code	Yes
23 Appointment of External Procurement and Legal Consultants	Rule designed to ensure that City Procurement is consulted before external procurement or legal advisors are appointed. Several reasons: avoidance of duplication & increased costs and if such appointments are necessary ensuring appropriate terms are in place for IP, disclosure, conflicts of interest etc.	No
24 Communication with Suppliers and Consultants during procurement	New rule designed to ensure that City Procurement manage communication's during tenders and mitigate the risks associated with miscommunications etc.	No
25 Waivers	Updated rule but with a change that the minimum threshold for procurement waivers has been increased from £2k to £10k in line with the tender thresholds in rule 14 agreed by PSG and Chief Officers Group in June	No
26 Procurement Exemptions	New rule confirming those areas not subject to competitive tendering. The exemptions will be set out in a table Part 2 of the Code and will generally be those things such as contracts of employment, grants, ALMO's and reciprocal public authority service provision that are not subject to PCR 2015	Yes

Rule	Rationale	Legislation
27 Contract Management	New rule clarifying who is responsible for contract management	No
28 Contracts Register	New rule confirming that City Procurement are responsible for the City's Contract Register and that officers are responsible for keeping it up to date	No
29 Document Retention	New rule aligning the Procurement Rules to Financial Regulations to ensure that original signed copies of contracts are stored by Comptrollers. This ensures that the City is compliant from an audit and legal perspective	Yes
30 Contract Extensions (Non Projects)	New rule confirming that contract managers must consult City Procurement before extending contracts. A new review process with thresholds is introduced to explore commercial opportunities, highlight any risks of non-compliance and to ensure that records are kept & the contract register is updated if the option to extend is taken	No
31 Increases in Contract Value	Update of existing Regulation setting out approvals process and thresholds for increasing contract values where the City has approved a specific amount of funding e.g. projects	No
32 Contract Variations	Carry through of existing Regulation confirming that changes to or suspensions of contract terms must be approved by the appropriate committee	No
33 Contracts Procured by Third Parties Assigned to the City	Carry through of existing Regulation confirming procedures for the assignment of third party contracts to the City e.g. when the City acquires buildings with legacy supplies or services contracts	No
34 Assignment (Transfer) of Contracts	New rule confirming procedures for the transfer of existing contracts e.g. when an existing supplier is purchased	No
35 Contract Signatures	New rule aligning the Procurement Rules to the City's scheme of delegations – provides much needed clarity to officers	No
36 Financial Standing & Risk Management	Update of existing rule- updates current threshold from £150k to EU threshold £172k and also in Part 2 will be guidance on new processes for evaluating bidders finances in accordance with new statutory rules applying to below and above OJEU threshold procurements in PCR 2015	Ye
37 Contract Terms and Conditions	New rule confirming that Comptrollers is responsible for Contract terms and conditions	No

Rule	Rationale	Legislation
38 Standard Procurement Documents	New rule confirming that City Procurement is responsible for procurement documentation including standard templates important to ensure consistency and efficiency and that City's processes are legally compliant e.g. ITT packs, PQQ's, Alcatel letters, Evaluation templates, Price Schedules etc.	Yes
39 Disposal of Goods	New rule confirming procedures and responsibility for the disposal of goods	No
40 Complaints about Police Contractors	New rule ensuring that all Police and corporate contracts used by the CoLP include an appropriate clause to ensure that bidders comply with the Independent Police Complaints Commission (Complaints and Misconduct) (Contractors) Regulations 2015.	Yes
41 References and the Marketing of City Suppliers	New rule confirming that City Procurement coordinate requests for references and marketing of City suppliers. This mitigates the potential problem of officers endorsing suppliers who are in dispute or failing or of compromising procurement exercises by showing favour to an incumbent. Also aligns to new HR policy on the use of social media.	No
42 Purchase Order Exemptions	New rule confirming exemptions from the City's No PO No Pay Policy approved by PSG – list and codes set out in Part 2 e.g. grant payments, utility bills, counsels advice etc.	No
43 Amendments to Purchase Orders	New rule confirming that officers must liaise with City Procurement to amend purchase orders in accordance with the guidance in Part 2	No
44 Prompt Payment Code	New rule confirming that suppliers must be paid within 30 days and 10 days for SME in accordance with City's policy and the Prompt Payment Code. Payment of SMEs now monitored by government re the Small Business Enterprise and Employment Act 2015	Yes
45 P Cards	New rule confirming that City P Cards must be used in accordance with the City's policy currently being developed by City Procurement subject to Finance Committee approval in September	No
46 Supplier Creation (Oracle)	New rule confirming that City Procurement is responsible for registering suppliers on Oracle: this is an important step to ensuring efficiency and control of the City's supplier base	No

Rule	Rationale	Legislation
47 Responsible Procurement Policy	Updated rule confirming that procurement must be conducted in accordance with the City's RP policy - a key feature is that a minimum 10% of the qualitative evaluation score for tenders over £250k should be for RP and that this should not be less than 5% of the overall score including price	No
48 Local, SME and Social Enterprise Directive	Updated rule requiring officers to gain at least one quote from either a local, SME or social enterprise for below OJEU thresholds with the exception of procurements under £10k which are at officers discretion in accordance with the new thresholds in rule 14	No
49 Social Value Panel	Updated rule confirming that the Social Value Panel must be consulted for all service contracts above OJEU thresholds. The panel generates a lot of added value to procurement planning and ensures that the City complies with the Public Services (Social Value) Act 2012	Yes
50 Living Wage Policy	Updated rule confirming that the City's new Living Wage Procurement Policy approved by Finance Committee in May must be complied with - details of the process to be followed and administered by City Procurement process guidance to be set out in Part 2	No
51 Noise Control	New rule designed to ensure that all City contracts comply with the City's noise control policies e.g. for deliveries in residential areas	No
52 Air Pollution	New rule designed to officers take account of the City's Air Quality Strategy when planning or undertaking procurement – guidance on ways this can be done will be provided in Part Two	No
53 Climate Change Mitigation	New rule designed to ensure that officers take account of the City's Climate Change Mitigation Strategy when planning or undertaking procurement – guidance on ways this can be done will be provided in Part Two	No

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Report – Social Investment Board Progress Report

To be presented on Thursday, 15th October 2015

*To the Right Honourable The Lord Mayor, Aldermen and Commons
of the City of London in Common Council assembled.*

SUMMARY

This paper outlines the progress on the work of your Social Investment Fund since it was established in 2012. The Fund is a key component of the City of London Corporation's strategy to develop London as a global centre for social investment (investments that produce both a financial return and demonstrable social benefit).

This paper details the investment portfolio to date, provides details of the geographic spread of investments, and asks the Court of Common Council to permit the City of London Corporation's Social Investment Fund to combine its UK and London ring-fences until October 2016, after which a further progress report will be made.

RECOMMENDATION

It is recommended that:

- approval be given to permit the City of London Corporation's Social Investment Fund to combine its UK and London ring-fences until October 2016; and
- the progress made on the work of the Fund since it was established be noted.

MAIN REPORT

Background

1. The City of London Corporation Social Investment Fund (the Fund) is a £20m allocation within the charitable assets of Bridge House Estates. The Fund was approved by the Court of Common Council on 24 May 2012 and was established in order to help the Corporation achieve two objectives:

- to provide loan finance, quasi-equity and equity that provides development and risk capital to organisations working towards charitable ends or with social purpose; and,
 - to help develop the social investment market.
2. For the purposes of the Fund, social investment is defined as “*the provision and use of finance to generate social and financial returns. The range of expected financial returns can be from capital returned through to capital with interest. Usually there is a cap placed on returns (typically up to 20% on interest or dividends).*”
 3. The Fund is overseen by your Social Investment Board, appointed annually by the Investment Committee and meeting four times a year. Following a recent skills audit, the Board is looking to co-opt additional Members who can bring expertise in welfare policy, social impact reporting, statutory commissioning and legal matters. A role description has been circulated to Members of Court and the opportunities are also being advertised externally.
 4. The Court approved the Fund’s investment criteria on 25th October 2012, and the Social Investment Board approved additional criteria at its meeting on 14th December 2012. The Fund currently seeks a total return equivalent to the consumer price index (CPI) inflation rate (2.7%) on the day when the investment criteria were set, and a target return on individual investments which at least matches the average cash rate achievable on that date (2%).
 5. Over the past twelve months the Social Investment Board has held discussions with a number of other market participants including Big Society Capital, the FSE Group, JPMorgan and, most recently, the Mercers’ Company. The Social Investment Board and the Mercers’ Company are in discussion about future collaboration given their respective interests in this space.

Portfolio Summary

6. As of October 2015, the Fund had committed over £8.9m of which £6.6m (74%) had been drawn down by investees with the remainder subject to satisfactory contracts.
7. The £8.9m investment commitments can be summarised as:
 - £5.3m (59.5%) Corporate bonds
 - £3.3m (37.1%) Property (£3m residential, £0.3m commercial)
 - £0.3m (3.4%) Emerging markets

Investment	Geography	Commitment	Drawn (%)	Drawn (£)	Distributions payable	Distributions received	Original planned IRR	Expected exit
Columbia Threadneedle UK Social Bond Fund	UK	£1,500,000	100%	£1,500,000	No	-	3.10%	Indefinite
Rathbone Ethical Bond Fund	UK/Intl	£1,000,000	100%	£1,000,000	Yes	£9,895	5.00 - 7.00%	Indefinite
Real Lettings Property Fund (round 1)	London	£500,000	100%	£500,000	No	-	5.30%	2020 - 22
Real Lettings Property Fund (round 2)	London	£500,000	100%	£500,000	No	-	6.35%	2020 - 22
Golden Lane Housing	UK	£500,000	100%	£500,000	Yes	£24,986	4.00%	Sep-18
Greenwich Leisure Limited	London	£500,000	100%	£500,000	Yes	£21,575	5.00%	Dec-18
Framework Housing	UK	£500,000	0%	£0	Yes	£7,336	3.96%	tbc
Commonweal - Praxis Housing Project	London	£500,000	43%	£216,500	Yes	£3,101	3.66%	Oct-21
Affordable Homes Rental Fund	UK	£500,000	100%	£500,000	Yes	£1,054	3.00%	Aug-22
Y:Cube Housing	London	£500,000	100%	£500,000	Yes	£6,120	6.00%	Mar-22
Small Enterprise Impact Investing Fund	International	£318,513	100%	£318,513	No	-	5.00%	Jul-17
Midlands Together	UK	£300,000	100%	£300,000	Yes	£17,951	4.00%	Oct-18
The Foundry	London	£300,000	100%	£300,000	Yes	£11,281	6.59%	Aug-18
		£7,418,513		£6,635,013		£103,299		

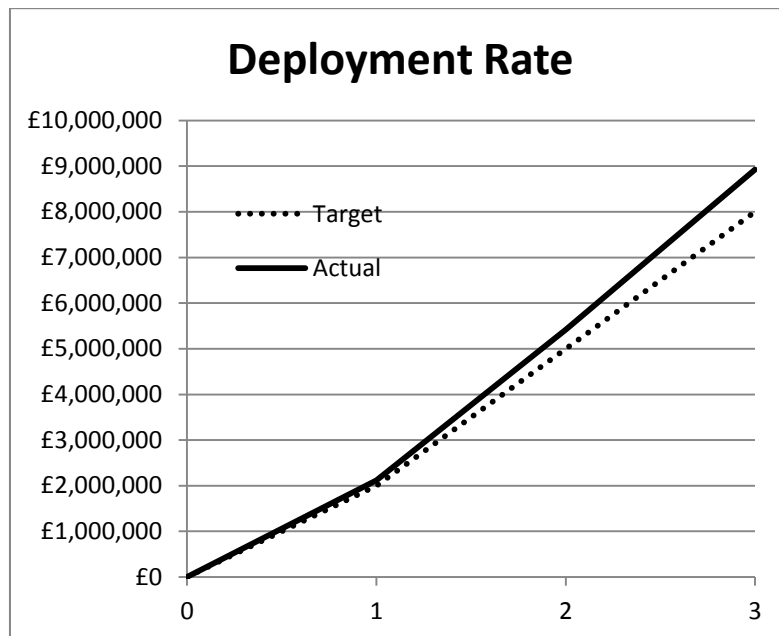
The table excludes £1.5m of investment offers which are still conditional on completion of satisfactory contracts.

Social benefit

8. The Fund's social investments support projects addressing a wide range of social issues. These include:
 - a. supported accommodation for adults with learning disabilities;
 - b. employment training for ex-offenders;
 - c. move-on accommodation for people who were formerly homeless;
 - d. the provision of leisure services in areas of low-income;
 - e. accommodation for otherwise destitute migrants;
 - f. Small and medium-sized enterprises (SME) financing in low-income countries; and
 - g. affordable office space for social sector organisations in London.
9. Each investment opportunity is assessed both in terms of depth (how profound a change the work will generate) and scale (how many people will benefit).

Deployment

10. Recognising that social investment is a new and relatively small market, a target dispersal rate of £2m pa was agreed when the Fund was established. After the first year, the Board revised this to a minimum of £3m pa.



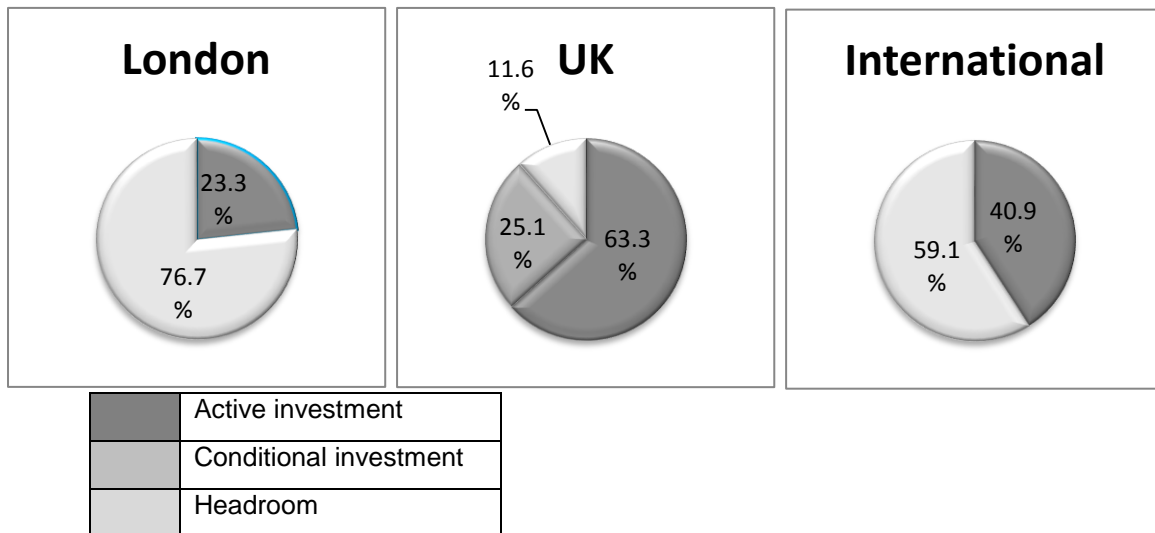
11. The City Bridge Trust works to build the social investment market, most recently through a £1m grants programme (the Stepping Stones Fund) for London charities wishing to explore the suitability of repayable finance. Notwithstanding these efforts (and the work of other organisations such as Big Society Capital, the Big Lottery Fund and the Access Foundation) the social investment market is developing slowly, and the pipeline of opportunities suitable for the Fund remains relatively weak. The greatest obstacle to

deployment remains the limited supply of good quality investment opportunities within the risk tolerance of the Fund.

Geographical Allocation

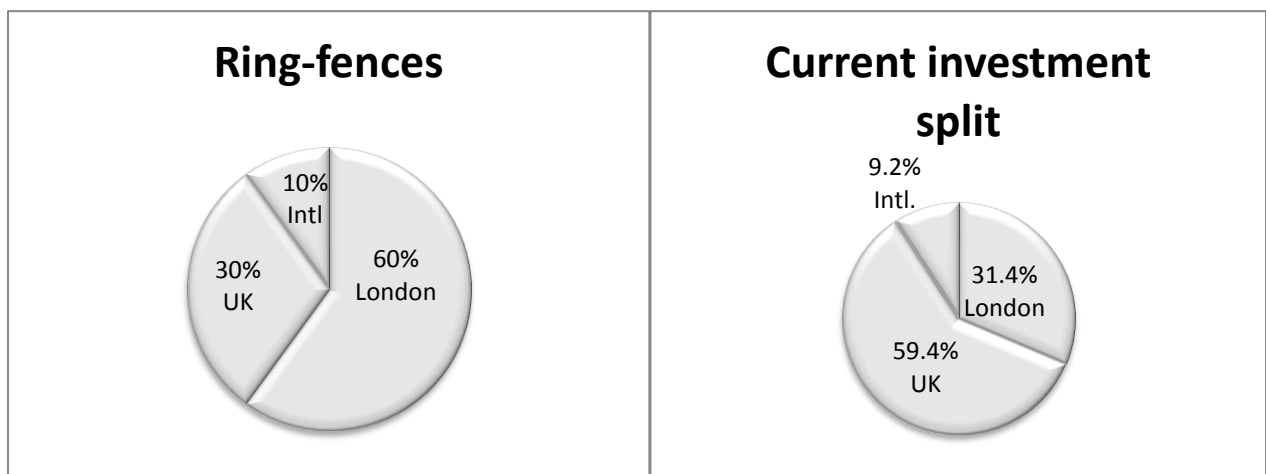
12. When the £20m was set aside for the Fund, £12m was ring-fenced by the Court of Common Council for London benefit, £6m for wider UK benefit, and £2m for international benefit.

Geography	Ring-fence	Commitments to date	Headroom
London	£12m	£2.8m	£9.2m
UK	£6m	£5.3m	£0.7m
International	£2m	£0.8m	£1.2m



13. Since the Fund was established it has been more difficult to find suitable London-focused opportunities and this is reflected in the headroom remaining on that portion of the Fund. The City Bridge Trust is working to generate more London-focused investment through the Stepping Stones grant programme but this will take time and, without adjustment to the current ring-fences, your Social Investment Board is mindful of the risk that the Fund's deployment rate could slow.

14. The geographic ring-fences compared to current commitments are as follows:



15. Each new investment changes the proportionate split across the three geographies. Whilst it was not assumed that the Fund would have a 60:30:10 split at all times, the current investment chart reinforces the argument that the Fund needs to find more London opportunities.
16. Your Social Investment Board is keen to emphasise that London investments will continue to be prioritised when they arise. However, to maintain the deployment rate, the Court of Common Council is asked to give permission for the Fund to combine the UK and London ring-fences during 2015-16.

Proposal

17. Members are asked to note the progress made on the work of the Fund since it was established, and to permit the City of London Corporation's Social Investment Fund to combine its UK and London ring-fences until October 2016, at which point a further progress report will be made on the development on London-focused social investment opportunities. This is on the basis that London investments will be prioritised where they arise and fit the criteria.

Conclusion

18. Although further work is still needed to develop the social investment market, the City of London Corporation's Social Investment Fund has committed almost £9m since it was established. Investments support a broad range of social projects, largely across the UK. To maintain this work and the deployment rate, we ask the Court for permission for the Fund to combine the UK and London ring-fences during 2015-16.

All of which we submit to the judgement of this Honourable Court.

DATED this 24th of September 2015.

SIGNED on behalf of the Committee.

Peter Hewitt, Alderman
Chairman, Social Investment Board

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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