Public Document Pack



Policy and Resources Committee

- Date: THURSDAY, 8 SEPTEMBER 2016
- Time: 1.45 pm

Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Mark Boleat (Chairman) Members: Simon Duckworth (Deputy Chairman) **Deputy Catherine McGuinness** (Deputy Chairman) Hugh Morris (Deputy Chairman) **Deputy Douglas Barrow** Alderman Sir Michael Bear Deputy John Bennett Sheriff & Alderman Charles Bowman Deputy Roger Chadwick (Ex-Officio Member) Henry Colthurst Deputy Alex Deane The Rt Hon the Lord Mayor, The Lord Mountevans Stuart Fraser Marianne Fredericks George Gillon Deputy the Revd Stephen Haines (Ex-Officio Member) Christopher Hayward (Ex-Officio Member)

Wendy Hyde Vivienne Littlechild (Ex-Officio Member) Edward Lord Jeremy Mayhew Andrew McMurtrie (Ex-Officio Member) Wendy Mead Deputy Alastair Moss (Ex-Officio Member) **Deputy Joyce Nash** Alderman Dr Andrew Parmley Dhruv Patel (Ex-Officio Member) Deputy Henry Pollard (Ex-Officio Member) Alderman Baroness Scotland (Ex-Officio Member) **Deputy Dr Giles Shilson** Tom Sleigh Sir Michael Snyder **Deputy John Tomlinson** Michael Welbank (Chief Commoner) (Ex-Officio Member) Alderman Sir David Wootton

Enquiries: Angela Roach tel. no.: 020 7332 3685 angela.roach@cityoflondon.gov.uk

Lunch will be served in Guildhall Club at 1PM NB: Part of this meeting could be the subject of audio visual recording

AGENDA

Part 1 - Public Agenda

1. APOLOGIES

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

3. **MINUTES**

To consider minutes as follows:-

a) To agree the public minutes of the meeting held on 7 July 2016.

For Decision (Pages 1 - 8)

b) To note the draft public minutes of the Resource Allocation Sub-Committee meeting held on 7 July 2016.

For Information (Pages 9 - 12)

c) To note the draft public minutes of the Public Relations and Economic Development Sub-Committee meeting held on 4 July 2016.

For Information (Pages 13 - 16)

d) To note the draft public minutes of the Projects Sub-Committee meeting held on 20 July 2016.

For Information (Pages 17 - 22)

4. **CRIME AND DISORDER SCRUTINY COMMITTEE** Report of the Town Clerk.

For Information (Pages 23 - 28)

5. ACCOMMODATION AND WAYS OF WORKING Report of the Town Clerk.

For Decision (Pages 29 - 42)

6. **MUSEUM OF LONDON PROPOSED RELOCATION - UPDATE AND FUNDING** Report of the Town Clerk.

> For Decision (Pages 43 - 56)

7. **CROSSRAIL ART PROGRAMME - FARRINGDON PROPOSAL** Report of the Town Clerk.

For Decision (Pages 57 - 66)

8. REVENUE OUTTURN 2015/16

Joint report of the Town Clerk, Chamberlain and Remembrancer.

For Information (Pages 67 - 72)

9. **POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY** Report of the Chamberlain.

For Information (Pages 73 - 86)

10. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS** Report of the Town Clerk.

For Information

(Pages 87 - 88)

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

12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

13. EXCLUSION OF THE PUBLIC

MOTION - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Part 2 - Non-Public Agenda

14. NON-PUBLIC MINUTES

To consider non-public minutes of meetings as follows:-

a) To agree the non-public minutes of the meeting held on 7 July 2016.

For Decision (Pages 89 - 92)

b) To note the draft non-public minutes of the Resource Allocation Sub-Committee meeting held on 7 July 2016 and agree the recommendations relating to item no.16.

> For Decision (Pages 93 - 96)

c) To note the draft non-public minutes of the Projects Sub-Committee meeting held on 20 July 2016.

For Information

(Pages 97 - 106)

d) To note the draft non-public minutes of the Ceremonial Protocols Working Party meeting held on 28 July 2016.

For Information (Pages 107 - 110)

e) To note the draft non-public minutes of the Hospitality Working Party meeting held on 13 July 2016.

For Information (Pages 111 - 116)

15. **GUILDHALL SECURITY ENHANCEMENTS** Report of the City Surveyor.

For Decision (Pages 117 - 126)

16. **CITY OF LONDON WIRELESS CONCESSION & CITY WIFI NETWORK** Joint report of the City Surveyor and the Chamberlain.

For Decision (Pages 127 - 138)

17. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS** Report of the Town Clerk.

For Information (Pages 139 - 142)

- 18. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE
- 19. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED.

Agenda Item 3a

POLICY AND RESOURCES COMMITTEE Thursday, 7 July 2016

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 7 July 2016 at 1.45 pm

Present

Members:

Mark Boleat (Chairman) Deputy Catherine McGuinness (Deputy Chairman) Simon Duckworth (Deputy Chairman) Hugh Morris (Deputy Chairman) **Deputy Douglas Barrow** Alderman Sir Michael Bear Henry Colthurst **Deputy Alex Deane** Deputy the Revd Stephen Haines (Ex-Officio Member) Christopher Hayward (Ex-Officio Member) Wendy Hyde Vivienne Littlechild (Ex-Officio Member) Edward Lord Jeremy Mayhew Andrew McMurtrie (Ex-Officio Member) Wendy Mead Alderman Dr Andrew Parmley Dhruv Patel (Ex-Officio Member) Deputy Dr Giles Shilson Sir Michael Snyder Michael Welbank (Chief Commoner) (Ex-Officio Member) Alderman Sir David Wootton

Officers:

John Barradell Peter Kane Paul Double Peter Bennett William Chapman

Caroline Al-Beyerty Deborah Cluett

Damian Nussbaum Bob Roberts Nigel Lefton Liz Skelcher

Giles French

- Town Clerk and Chief Executive
- The Chamberlain
- City Remembrancer
- City Surveyor
- Private Secretary and Chief of Staff to the Lord Mayor
- Financial Services Director
- Comptroller and City Solicitor's Department
- Director of Economic Development
- Director of Communications
- Remembrancer's Department
- Assistant Director, Economic Development Office
- Assistant Director, Economic Development Office

Simon Murrells Peter Lisley Christopher Bell Neil Davies Chris Butler Angela Roach

- Assistant Town Clerk
- Assistant Town Clerk
- Head of Procurement
- Town Clerk's Department
- Town Clerk's Department
- Principal Committee and Members Services Manager

1. APOLOGIES

Apologies were received from John Bennett, Charles Bowman, Roger Chadwick, Stuart Fraser, Marianne Fredericks, George Gillon, Vivienne Littlechild and Tom Sleigh.

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

The Chief Commoner declared an interest in item no.16 as a Member of the Board of Governors of the Museum of London.

3. MINUTES

- 3a. The public minutes of the meeting held on 16 June 2016 were approved.
- 3b. The draft minutes of the Public Relations and Economic Development Sub-Committee meeting held on 6 June were noted.

4. WARDMOTE RESOLUTION

A resolution from the Ward of Cheap was considered as follows:-

"That once again great concern be expressed at the serious lack of Post Offices within the Ward of Cheap and within the City generally. The Corporation is strongly urged to continue its efforts to ensure that adequate Post Office facilities are provided throughout the City".

Members noted that the provision of post offices in the City would continue to be monitored.

RESOLVED – That the resolution from the Ward of Cheap be noted.

5. **APPOINTMENTS**

5a. Central Criminal Court Sub-Committee

The Committee considered the appointment of its representative on the Central Criminal Court Sub-Committee. Alex Deane and Edward Lord expressed their willingness to serve. A ballot was undertaken to fill the vacancy.

RESOLVED – That Alex Deane be appointed as the Committee's representative on the Central Criminal Court Sub-Committee.

5b. City of London Academy Trust

The Committee considered the appointment of a Member to serve as a Trustee on the City of London Academy Trust. One expression of interest was received from Dhruv Patel.

RESOLVED – that Dhruv Patel be appointed as a Trustee of the City of London Academy Trust in the room of Hugh Morris.

6. ONE SAFE CITY PROGRAMME

The Committee considered a report of the Town Clerk concerning the One Safe City Programme and the creation of a Working Party to oversee it.

Members were advised that the Committee's representative on the Working Party would be considered at its next meeting in September.

RESOLVED - That:-

- 1. it be noted that the Chamberlain, in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub-Committee was due to consider the allocation of a sum of £567,000 from 2015/16 corporate underspends on City Fund;
- should the above-mentioned sum be approved, it be allocated to take the Programme, and the various projects associated with it, forward in 2016/17; and
- 3. a Working Party be created to oversee the Programme, comprising Members of relevant Committees and Chief Officers as follows:-
 - Chairman of Policy and Resources Committee (or representative);
 - One additional Member of Policy and Resources Committee;
 - Chairman of Police Committee (or representative);
 - Chairman of Finance Committee (or representative);
 - Chairman of Port Health and Environmental Services Committee (or representative);
 - Chairman of Planning and Transportation Committee (or representative);
 - Chairman of Community and Children's Services Committee (or representative);
 - City of London Police Commander (Operations);
 - Assistant Town Clerk Programme SRO.

7. **PROJECT FUNDING UPDATE**

The Committee considered a report of the Chamberlain concerning the provision of one-off funding to enable two projects, the Wide Area Network

Replacement and the IT Infrastructure Performance Improvement Plan, to progress to the next gateway of the projects approvals process.

It was noted that the funding had been considered by the Resource Allocation Sub-Committee and was recommended for approval.

RESOLVED – that, subject to any requisite approval by other committees, approval be given to the provision of funding totalling £72k from the 2016/17 provisions for new schemes (50 % City Fund and 50% City's Cash) to progress the following two schemes to the next gateway:-

- Wide Area Network (WAN) replacement £16k
- IT Infrastructure Performance Improvement Plan £56k.

8. CENTRAL LONDON WORK & HEALTH PROGRAMME

The Committee considered a report of the Director of Economic Development concerning the commissioning of the Work and Health Programme (WHP). It also dealt with the City of London Corporation becoming the accountable body for the Programme and a co-financing organisation in order to facilitate access monies from the European Social Fund (ESF) to assist with the funding of the Programme.

RESOLVED – That:-

- 1. the Town Clerk be authorised, under delegated authority, to take a decision on the following in consultation with the Chairman and Deputy Chairman; the City Corporation:
 - a) participating in the WHP in Central London:
 - b) becoming the Accountable Body for the WHP, subject to being satisfied with further details to be provided by HM Government;
 - c) becoming a 'Co-Financing Organisation' for the ESF in London, subject to a successful funding application.
- 2. Subject to the approval of (1) above, the Comptroller and City Solicitor be requested to negotiate and settle suitable terms for any agreements to enable delivery of the WHP, including appropriate terms for sharing of risks and liabilities between the Central London authorities participating.

9. PARTY CONFERENCES FUNDING

The Committee considered a report of the Director of Economic Development concerning the provision of funding for three roundtable event at the forthcoming Liberal Democrat, Labour and Conservative party conferences.

RESOLVED – that a total of £17,500 be met from the Policy Initiatives Fund for 2016/2017 to meet the cost of three party conference events as follows:-

- at the Liberal Democrat conference to be organised with Centre Forum, at a cost of £5,000.
- at the Labour conference to be organised with the Smith Institute, at a cost of £6,000.
- at the Conservative conference to be organised with Bright Blue, at a cost of £6,500.

10. BATTLE OF IDEAS FESTIVAL

The Committee considered a report of the Director of Economic Development concerning the sponsorship of a Battle of Ideas Festival being organised by the Institute of Ideas in October 2016.

RESOLVED – that approval be given to the provision of £16,000 from the 2016/17 Policy Initiatives Fund, categorised under 'Events' and charged to 'City's Cash', to sponsor the Battle of Ideas Festival, taking place on 22-23 October 2016.

11. LONDON COUNCILS SUMMIT

The Committee considered a report of the Director of Economic Development concerning the use of Guildhall for future London Councils summits.

RESOLVED – That approval be given to the use of accommodation in Guildhall for London Councils Summits for the next three years and to the payment of sums exceeding £15,000 in 2018, £15,500 in 2019, and £16,000 in 2020 (£46,500 in total) to the Remembrancer's Department for the hire of the Guildhall Complex. The cost should be met from the Committee's Policy Initiatives' Fund for 2017/18, 2018/19, 2019/20 categorised under the Events section of the Fund and charged to City's Cash.

12. CHAIRMAN'S VISIT TO SHANGHAI 2016

The Committee considered a report of the Director of Economic Development concerning the Chairman's visit to Shanghai, China, on 10-13 June 2016.

The Chairman drew attention to the possibility of a further visit to China in the next two weeks. He advised that it followed a request from government.

RESOLVED – that the report be noted.

13. HEALTH IN ALL POLICIES

The Committee considered a report of the Director of Public Health concerning the promotion of wellbeing and the inclusion of health implications in future reports where applicable.

RESOLVED – that the report be noted.

14. REGULATION OF INVESTIGATORY POWERS ACT 2000 - UPDATE

The Committee considered a report of the Deputy Town Clerk concerning the monitoring of surveillance carried out under the Regulation of Investigatory Powers Act 2000 since the last report in January 2016.

RESOLVED – That it be noted that no requests under the Act had been received.

15. POLICY INITIATIVES FUND

The Committee considered a statement of the Chamberlain on the use of the Policy Initiatives Fund and Committee's Contingency for 2016/17.

RESOLVED – That the content of the statement be noted.

16. MUSEUM OF LONDON PROPOSED RELOCATION

The Committee considered a report of the Town Clerk concerning the progress of proposals for the relocation of the Museum of London and to the City Corporation working with the Greater London Authority (GLA) to support the proposed move to Smithfield General Market.

In response to a question on whether joint funding would be forthcoming, Members were advised that the GLA had signified its commitment and that both organisations would need to be satisfied regarding any future fund raising activities.

A Member questioned the link between the relocation of the Multi-Academy Primary School and the Museum. The Committee was advised that the School had expressed an interest in using some of the Museum of London's temporary function space but that this would require a number of practical issues to be addressed.

RESOLVED – That:-

- the Museum of London's proposed move and the City Corporation working with the GLA to bring new life and purpose to the underused buildings at Smithfield General Market, Annex and Poultry Market basement be supported in principle; and
- 2. the following be noted:
 - a. any move by the Museum would require the approval of multiple committees and the Court of Common Council;
 - b. full approval would have to be subject to satisfactory terms having been agreed between the City, GLA and Museum of London; satisfactory financial arrangements including cost envelope, affordability, capital and revenue funding shares; and satisfactory completion of due diligence including legal powers and governance proposals; and
 - c. a decision in principle at this stage would not predetermine a final decision later in the year which would be taken once the above considerations had been addressed.

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

There were no questions.

18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT** There were no urgent items.

19. EXCLUSION OF THE PUBLIC

MOTION - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Item Nos.

Paragraph(s) in Schedule 12A

20 - 26

3

Part 2 – Non-Public Agenda

20. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 16 June 2016 were approved.

21. STRENGTHENING THE CITY OF LONDON CORPORATION'S SUPPORT AND PROMOTION OF THE CITY

The Committee considered and agreed a report of the Town Clerk concerning the next steps to be taken in strengthening the City Corporation's support and promotion of the City.

22. CORPORATE PROGRAMME DELIVERY UNIT

The Committee considered and agreed a report of the Deputy Town Clerk concerning the Corporate Programme Delivery Unit and the extension of the associated consultancy contract.

23. NEW COMMERCIAL CONTRACT MANAGEMENT TEAM

The Committee considered and agreed a report of the Chamberlain concerning the restructuring of the City Corporation's procurement activities to incorporate a new Commercial Contract Management Team.

24. PROJECT FUNDING UPDATE - APPENDIX

The Committee noted the appendix to the Project Funding Update report at item no. 7.

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

A Member questioned, and discussion ensued, on the content of a speech made by the Lord Mayor at a recent Dinner.

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

The following item of urgent business was considered:-

City of London Wireless Concession Project

The Committee considered and agreed a request for a decision on the City of London Wireless Concession project to be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman.

The meeting ended at 2.35pm

Chairman

Contact Officer: Angela Roach tel. no.: 020 7332 3685 angela.roach@cityoflondon.gov.uk

Agenda Item 3b

RESOURCE ALLOCATION SUB (POLICY AND RESOURCES) COMMITTEE

Thursday, 7 July 2016

Minutes of the meeting of the Resource Allocation Sub (Policy and Resources) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 7 July 2016 at 12.00 pm

Present

Members:

Mark Boleat (Chairman) Jeremy Mayhew (Deputy Chairman) Henry Colthurst Simon Duckworth Deputy the Revd Stephen Haines Edward Lord Deputy Catherine McGuinness Hugh Morris Deputy Joyce Nash Alderman Dr Andrew Parmley Deputy Dr Giles Shilson Sir Michael Snyder Deputy John Tomlinson Alderman Sir David Wootton

Officers:

John Barradell	 Town Clerk and Chief Executive
Peter Kane	- Chamberlain
Peter Bennett	- City Surveyor
Caroline Al-Beyerty	 Financial Services Director
Damian Nussbaum	 Director of Economic Development
Bob Roberts	- Director of Communications
Giles French	 Assistant Director of Economic Development
Simon Murrells	- Assistant Town Clerk
Peter Lisley	- Assistant Town Clerk
Nigel Lefton	 Remembrancer's Department
Paul Nagel	- Chamberlain's Department
Angela Roach	- Principal Committee and Members Services

1. APOLOGIES

Apologies for absence were received from Roger Chadwick and Tom Sleigh.

Manager

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

Catherine McGuinness declared an interest in item no 16 as a Governor on the Board of Governors of the City Academy Hackney.

3. MINUTES

The minutes of the meeting held on 19 May 2016 were approved.

4. EFFICIENCY PLAN

The Sub-Committee considered a report of the Chamberlain concerning the production and publication of the City Corporation's Efficiency Plan.

RESOLVED – That the report be noted and, in particular, that the framework for the Efficiency Plan would include the following:-

- light touch continuous improvement annual saving of 2-3% in budgets from 2018-19, with an incentive element adopted - in which a share of the savings could be re-invested in new priorities in the subsequent year as part of a revised carry-forward process;
- 2. the option of removing the 1% pay and prices allowance earlier, from 2017/18 when the majority of Serviced Based Review savings would have been delivered;
- 3. a rolling programme of departmental peer reviews to help identify more radical effectiveness and efficiency improvements; and
- 4. further cross cutting reviews, including prevention/demand management, when the current reviews have been implemented.

5. **PROJECTS FUNDING UPDATE**

The Sub-Committee considered a report of the Chamberlain concerning the provision of one-off funding to enable two projects, the Wide Area Network Replacement and the IT Infrastructure Performance Improvement Plan, to progress to the next gateway of the projects approvals process.

RESOLVED – that, subject to any requisite approval by other committees, it be recommended to the Policy and Resources Committee that approval be given to the provision of funding totalling £72k from the 2016/17 provisions for new schemes (50 % City Fund and 50% City's Cash) to progress the following two schemes to the next gateway:-

- Wide Area Network (WAN) replacement £16k
- IT Infrastructure Performance Improvement Plan £56k.

6. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

There were no questions.

7. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT There were no urgent items.

8. EXCLUSION OF THE PUBLIC

MOTION - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Item Nos.

Paragraph(s) in Schedule 12A

9 - 16

3

Non-Public Agenda

9. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 19 May 2016 were approved.

10. STRENGTHENING THE CITY OF LONDON CORPORATION'S SUPPORT AND PROMOTION OF THE CITY

The Sub-Committee considered and agreed a report of the Town Clerk concerning the next steps to be taken in strengthening the City Corporation's support and promotion of the City.

11. BARBICAN EXHIBTION HALL 1

The Sub-Committee considered a report of the City Surveyor which provided an update on the enabling works to Barbican Exhibition Hall 1 in order to make the property more marketable. The latest position was noted.

12. CYCLICAL WORK PROGRAMME – TRANSITIONAL ARRANGEMENTS FOR THE BARBICAN & GSMD

The Sub-Committee considered a report of the Chamberlain updating it on the transitional arrangements for the Cyclical Work Programme for Barbican and Guildhall School projects. The content of the report was noted.

13. REVIEW OF CASH BALANCES

The Sub-Committee considered a report of the Chamberlain concerning a review of the cash balances held by the City Corporation and noted its content.

14. **PROJECT FUNDING UPDATE - APPENDIX**

The Sub-Committee noted the appendix to the Project Funding Update report at item no. 5.

15. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

There were no questions.

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

The following item of urgent business was considered:-

City Academy Hackney Sixth Form Expansion Loan

The Sub-Committee considered and agreed a report of the Town Clerk concerning the interest payable on the loan to the City Academy Hackney for its expansion project.

The meeting ended at 12.20pm

Chairman

Contact Officer: Angela Roach tel. no.: 020 7332 3685 angela.roach@cityoflondon.gov.uk

Agenda Item 3c

PUBLIC RELATIONS AND ECONOMIC DEVELOPMENT SUB (POLICY & RESOURCES) COMMITTEE

Monday, 4 July 2016

Minutes of the meeting of the Public Relations and Economic Development Sub (Policy & Resources) Committee held at the Guildhall EC2 at 12.00 pm

Present

Members:

Mark Boleat (Chairman) Deputy Catherine McGuinness Simon Duckworth Hugh Morris Anne Fairweather Stuart Fraser Lucy Frew Edward Lord Jeremy Mayhew

Officers:

Simon Murrells	 Assistant Town Clerk
Alistair MacLellan	 Town Clerk's Department
Sheldon Hind	 Town Clerk's Department
Damian Nussbaum	 Director of Economic Development
Nigel Lefton	- Remembrancer's Department

1. APOLOGIES

Apologies were received from Deputy Doug Barrow, Keith Bottomley, Alderman Peter Estlin, Wendy Hyde, Tom Sleigh, Sir Michael Snyder and Alderman Sir David Wootton.

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

There were no declarations.

3. MINUTES

The minutes of the meeting held on 6 June 2016 were approved as a correct record.

4. CO-OPTION OF EXTERNAL MEMBERS

This item was deferred until a future meeting.

5. **REFERENDUM ON UK MEMBERSHIP OF THE EUROPEAN UNION**

The Chairman was heard regarding the outcome of the referendum on UK membership of the European Union.

 He noted that he had attended various meetings with trade associations, the London Mayor and TheCityUK to discuss and review the impact of the result. Many businesses recognise that at present there were few options to pursue in the short term: there would be a substantive political debate around balancing access to the single market, with EU rules on freedom of movement.

- The Chairman would be in Paris for the City's Anglo-French Dialogue on 12 July.
- The City had established a Brexit Taskforce composed of relevant Members. The taskforce had no powers of decision and would function as a sounding board.
- The Economic Development Office would increase the City's ambassadorial engagement.
- The Director of Economic Development noted that the London Mayor's Chief of Staff had convened a meeting of borough leaders in the last week to discuss Brexit and its impact on London local government. One issue in particular that had been raised was the status of EU nationals currently resident in London and the UK.
- A member noted that The City Bridge Trust could have a role in fostering projects that promoted community cohesion.
- A member noted that the City had a stake in Brexit negotiations, and had a role to play in providing high level examples of what the financial services sector needed in a post-Brexit scenario.

6. INTERNATIONAL REGULATORY STRATEGY GROUP (IRSG) UPDATE

Members considered an update report of the Director of Economic Development on the International Regulatory Strategy Group (IRSG). The following comments were made.

- The Chairman noted that, in the wake of Brexit, the existing workstreams were now less relevant and it was evident that the UK had lost some influence in Brussels.
- The IRSG should now focus on influencing the post-Brexit regulatory environment.
- The IRSG should adopt a 'wait and see' approach given that UK exit from the EU would take a number of years.

7. EU ENGAGEMENT UPDATE

An EU engagement update report of the Director of Economic Development was received.

8. WARD NEWSLETTERS

Members considered a report of the Town Clerk on ward newsletters. It was noted that the newsletters fell between straightforward definitions of external and internal communications. Members agreed to hold a workshop to review the purpose of the newsletters after the 2017 elections.

9. POLICY CHAIRMAN'S VISIT TO SHANGHAI 2016

Members received a report of the Director of Economic Development regarding the Policy Chairman's Visit to Shanghai 10-13 June 2016.

10. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

There were no questions.

11. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT There were no urgent items.

12. EXCLUSION OF THE PUBLIC

RESOLVED, that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

13. NON-PUBLIC APPENDIX - EU ENGAGEMENT

A non-public appendix relating to Item 7 (EU Engagement Update) was received.

The meeting closed at 12.57 pm

Chairman

Contact Officer: Alistair MacLellan / 020 7332 1416 / alistair.maclellan@cityoflondon.gov.uk This page is intentionally left blank

Agenda Item 3d

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 20 July 2016

Minutes of the meeting of the Projects Sub (Policy and Resources) Committee held at the Guildhall EC2 at 10.00 am

Present

Members:

Sir Michael Snyder (Chairman) Keith Bottomley Marianne Fredericks Christopher Havward

Jeremy Mayhew Graham Packham Deputy John Tomlinson

Officers:

- Peter Lisley Town Clerk's Department Christopher Braithwaite Town Clerk's Department Town Clerk's Department Craig Spencer Arshi Zaman -Town Clerk's Department Caroline Al-Beyerty Chamberlain's Department Christopher Bell - Chamberlain's Department Mona Lewis - Chamberlain's Department **City Surveyor** Peter Bennett -Brian Brierley City Surveyor's Department -Andrew Shorten City Surveyor's Department -Simon Glynn Department of the Built Environment -Paul Monaghan Department of the Built Environment Steve Presland Department of the Built Environment -Iain Simmons Department of the Built Environment Jim Turner **Barbican Centre** -Community and Children's Services Department Paul Murtagh Mike Saunders Community and Children's Services Department -David Pearson Director of Culture, Heritage and Libraries -Tony Cairney City of London Police Peter Digby -City of London Police Martin O'Regan City of London Police -**Oliver Shaw** City of London Police -Pauline Weaver
 - -
- Hannah Bibbins

- City of London Police
- -Guildhall School of Music and Drama

1. **APOLOGIES**

Apologies for absence were received from Mark Boleat, Deputy Roger Chadwick, Deputy Catherine McGuiness and Hugh Morris.

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

There were no declarations of interests.

3. MINUTES

RESOLVED – That the public minutes and non-public summary of the meeting held on 29 June 2016 are approved as an accurate record.

4. GATEWAY APPROVAL PROCESS

RESOLVED – That the Sub-Committee notes the Gateway Approval Process.

5. HAMPSTEAD HEATH PONDS PROJECT PROGRESS REPORT

The Sub-Committee considered a joint report of the Director of Open Spaces and the Hampstead Heath Ponds Project Director which updated on progress, budget and the risk register for the Hampstead Heath Ponds Project. The report also sought approval to remove some aspects of the reinstatement works from the contract scope of works to allow this work to be undertaken by Hampstead Heath staff.

The Hampstead Heath Ponds Project Director advised the Sub-Committee that any deviation from the project budget, either positive or negative, would be shared equally between the Corporation and the contractor. The Chairman asked for clarification regarding when this risk sharing agreement had been approved by Members. The Hampstead Heath Ponds Project Director explained that this information could be provided to the Chairman following the meeting.

RESOLVED – That the Sub-Committee:

- a) Notes the report; and
- b) Approves the reallocation of £25,000 of landscaping costs to be carried out by the Open Spaces team.

6. PUDDLE DOCK IMPROVEMENTS - GATEWAY 2 PROJECT PROPOSAL

The Sub-Committee considered a report of the Director of the Built Environment which set out proposals to investigate a new pedestrian route between the pier at Puddle Dock and Queen Victoria Street. The report advised that this project would include working with TfL to deliver a pedestrian crossing across Upper Thames Street, Thames Tideway to provide pedestrian access to the new crossing, a footway along Puddle Dock and alterations to the Puddle Dock/Queen Victoria Street junction to accommodate the new footway as well as to improve road safety. The report advised that other measures may be necessary to achieve the required outcome and these would be identified at the next appropriate gateway.

The Chairman commented that it would be important to ensure that the pedestrian route from the site to the City was direct to ensure that it was an attractive entry point to the City.

RESOLVED – That the Project proceeds to the next Gateway on the Regular route.

7. MITRE SQUARE (PHASE 2) - GATEWAY 4 OPTIONS APPRAISAL AND GATEWAY 5 AUTHORITY TO START WORK

The Sub-Committee considered a report of the Director of the Built Environment which presented the proposed design for Phase 2 of the Mitre Square project. This would provide an enhanced public space in Mitre Square, additional seating and improved lighting, while retaining vehicle access to the Sir John Cass Foundation Primary School.

RESOLVED – That the Sub-Committee:

- a) approves the design for Phase 2, as shown in appendix 2 of the report; and
- b) approves the implementation budget for Phase 2 of the works to Mitre Square (£728,998), as set out in section 5 and appendix 3 of this report, fully funded from the Section 106 agreement.

8. HOLBORN CIRCUS AREA ENHANCEMENT - GATEWAY 7 OUTCOME REPORT

The Sub-Committee considered a report of the Director of the Built Environment which provided the outcomes of the Holborn Circus Area Enhancement Project.

Members commented that this had been an excellent project and complimented the risk sharing, information provision, engagement work and accident reduction delivered.

RESOLVED – That the final cost of the project and lessons learnt are noted and the project closed.

9. CONCRETE REPAIRS TO CULLUM WELCH HOUSE - ISSUE REPORT (GATEWAY 3)

The Sub-Committee considered a report of the Director of Community and Children's Services which set out proposals regarding the remedial works to repair externally exposed concrete works at Golden Lane and Middlesex Street estates. The report advised that it was proposed to run the element of the repair works at Cullum Welch House as a stand-alone project due to the complexity of the works required. The report also advised that further investigative works were proposed to be conducted to determine the most appropriate way forward for the project.

The Chairman commented that he was concerned of the increase in costs for work and fees and requested that further explanation be provided regarding these increases. He suggested that a further report providing this explanation should be provided to the Sub-Committee's next meeting. If a decision was required during the Summer recess, he suggested that authority be delegated to the Town Clerk to consider the report. **RESOLVED** – That the Sub-Committee requests that a further report be submitted to the Sub-Committees next meeting to provide a full explanation regarding the increase in work and fee costs. Should a decision be required during the Summer recess, delegated authority be granted to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider the report.

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

There were no questions.

11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT** There were no items of urgent business.

12. EXCLUSION OF THE PUBLIC

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following item(s) on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Item No.	Paragraph No
13-25	3

13. NON-PUBLIC MINUTES

The Sub-Committee approved the non-public minutes of the meeting held on 29 June 2016 as an accurate record.

14. HAMPSTEAD HEATH PONDS PROJECT PROGRESS REPORT - NON-PUBLIC APPENDICES

The Sub-Committee noted the non-public appendices to the joint report of the Director of Open Spaces and the Hampstead Heath Ponds Project Director, which had been considered earlier in the meeting.

15. POULTRY MARKET - MAJOR REPAIRS PROJECT - ISSUE REPORT (GATEWAY 3)

The Sub-Committee considered and delegated authority to the Town Clerk to approve a report of the City Surveyor which requested approval for funding for further surveys as part of the Poultry Market major repairs project.

16. EMERGENCY SERVICES MOBILE COMMUNICATIONS PROGRAMME (ESMCP) - ISSUE REPORT (GATEWAY 2)

The Sub-Committee considered and approved a report of the Commissioner of the City of London Police which sought approval for spend in a number of areas in relation to the Emergency Services Mobile Communications Programme project.

17. CUSTODY, CASE FILE, CRIME AND INTELLIGENCE (CCCI) PROJECT -GATEWAY 5 AUTHORITY TO START WORK

The Sub-Committee considered and approved a report of the Commissioner of the City of London Police which sought authority to commence work on the Custody, Case File, Crime and Intelligence Project. 18. 181 QUEEN VICTORIA STREET - REFURBISHMENT OF BRIDGE HOUSE AND ADJOINING CAR PARK - ISSUES REPORT (GATEWAY 5)

The Sub-Committee considered and approved a report of the City Surveyor which requested additional funding for the project at 181 Queen Victoria Street for the refurbishment of Bridge House and the adjoining car park.

19. TRANSFORMATION OF SHOE LANE LIBRARY - ISSUE REPORT (GATEWAY 2)

The Sub-Committee considered and approved a report of the Director of Culture, Heritage and Libraries which requested approval to close down the Transformation of Shoe Lane Library project.

20. **CONCERT HALL RIGGING SYSTEM - GATEWAY 7 OUTCOME REPORT** The Sub-Committee considered and approved a report of the Managing Director, Barbican Centre which advised of the outcomes of the Concert Hall Rigging System project.

21. BARBICAN CAMPUS PROGRAMME: AMBER AND RED PROJECTS

The Sub-Committee noted a report of the Managing Director of the Barbican Centre which summarised all the current building related works and projects across the Barbican and Guildhall School.

22. HIGHWAYS AND PUBLIC REALM PROGRAMME: GREEN, AMBER AND RED PROJECTS

The Sub-Committee noted a report of the Director of the Built Environment which provided updated information regarding the current programme of Highways and Public Realm projects.

The Chairman provided Members with an update regarding the Aldgate Gyratory Project.

23. ACTION TAKEN BY THE TOWN CLERK UNDER DELEGATED AUTHORITY OR URGENCY PROCEDURES

The Sub-Committee noted a report of the Town Clerk which provided information of action taken under delegated authority or urgency procedures since the last meeting.

24. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE

There were no questions.

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

The Town Clerk advised that there were five items of urgent business.

a) Renewal general electrical and dimmer installation Silk Street Theatre

The Sub-Committee considered and approved a report of the Principal of the Guildhall School of Music and Drama which sought delegated authority for a decision to be taken during the Summer recess regarding the renewal of general electrics and dimmer installation of Silk Street Theatre.

b) City of London School for Girls, Refurbishment Project, Phase 1 -Amendment to Project Costs

The Sub-Committee considered and approved a report of Headteacher of the City of London School for Girls which requested approval for additional funding for the City of London School for Girls' Summer Works Programme.

c) City of London Freemen's School Swimming Pool - Approval -Gateway 5 Authority to Start Work

The Sub-Committee considered and approved a report of the City Surveyor which sought approval to commence work on the City of London Freemen's School Swimming Pool project.

d) New lease of 21 New Street for the City of London Police and collaboration agreement for redevelopment

The Sub-Committee considered and approved a joint report of the Chamberlain, the Commissioner of the City of London Police and the City Surveyor which sought approval for the terms of a new lease of 21 New Street for the City of London Police and a collaboration agreement for redevelopment.

e) Guildhall West Wing North Staircase Window Repairs

The Sub-Committee considered a verbal report from the City Surveyor regarding proposals for the repair of the Guildhall West Wing (North End) Staircase windows. The Sub-Committee agreed to delegate authority to the Town Clerk to consider the matter.

The meeting closed at 11.55 am

Chairman

Contact Officer: Chris Braithwaite tel.no.: 020 7332 1427 christopher.braithwaite@cityoflondon.gov.uk

Committee:	Date:
Policy and Resources Committee	8 September 2016
Subject: Crime and Disorder Scrutiny Committee	Public
Report of: Town Clerk	For Information

<u>Summary</u>

The Crime and Disorder Act 1998 led to the creation of Crime and Disorder Reduction Partnerships (CDRPs), which were designed to develop and implement strategies to reduce crime and disorder. The City's CDRP – named the Safer City Partnership (SCP) and chaired by the Chairman of the Police Committee – was consequently established as a separate legal entity and is the vehicle by which the various partners, including the City of London Corporation, fulfil their statutory obligations and demonstrate their commitment to reducing crime, disorder and anti-social behaviour in the City.

The Police and Justice Act 2006 subsequently placed a requirement on every local authority, together with the Court of Common Council, to put in place a mechanism to review or scrutinise decisions made, or other action taken, in connection with crime and disorder functions and to hold the Safer City Partnership to account.

Following consideration by a number of Committees, several potential approaches were explored and it was considered that the optimal way of fulfilling this requirement would be to create a new dedicated Crime and Disorder Scrutiny Committee. This Committee would comprise the Chairman and Deputy Chairmen, or their representatives, of the four committees whose terms of reference cover, to a lesser or greater extent, the issue of community safety within the City of London – i.e. the Policy and Resources, Police, Community and Children's Services and Licensing Committees.

With a number of Members having recently queried the purpose of this Committee, which recently met for the first time, this report aims to clarify its role and responsibilities and explain the background to its establishment.

Recommendation:

Members are asked to note the report.

Main Report

Background

 The Crime and Disorder Act 1998 led to the creation of Crime and Disorder Reduction Partnerships (CDRPs), which were designed to develop and implement strategies to reduce crime and disorder. The City's CDRP – named the Safer City Partnership (SCP) – was consequently established as a separate legal entity and is the vehicle by which the various partners, including the City of London Corporation, fulfil their statutory obligations and demonstrate their commitment to reducing crime, disorder and anti-social behaviour in the City. It is also a mechanism to respond to the concerns of residents, workers and visitors and address issues of victimisation and vulnerability.

- 2. The SCP is composed of the following bodies:
 - The City of London Corporation*
 - The City of London Police*
 - London Fire Brigade*
 - London Probation Trust*
 - Clinical Commissioning Group*
 - HM Court Service
 - British Transport Police
 - Transport for London
 - City of London Crime Prevention Association
 - Residents' representatives
 - Business representatives
 - Voluntary Sector representative

Those marked with an asterisk are statutory partners under the Crime and Disorder Act (1998) and subsequent amendments.

- 3. The Police and Justice Act 2006 subsequently also required the establishment of a committee (except in the case of the Court of Common Council, which was excluded from the requirement to establish a dedicated committee as detailed in paragraph 8 and therefore had more discretion over how it carried out its scrutiny duty) to review or scrutinise decisions made, or other action taken, in connection with crime and disorder functions. These powers were provided to Local Authorities by Sections 19 and 20 of the Police and Justice Act 2006 (as amended by Section 126 of the Local Government and Public Involvement in Health Act 2007) and complemented by the Crime and Disorder (Overview and Scrutiny) Regulations 2009.
- 4. Formal guidance concerning these committees was published for the Scrutiny of Crime and Disorder Matters in May 2009, but this guidance did not prescribe how this scrutiny function should be undertaken and neither the Act nor the Regulations required local authorities to alter existing committee structures. They were clear that there must be, however, a formal place where community safety matters could be discussed and scrutinised and the guidance suggested that the crime and disorder scrutiny role could be undertaken by either a dedicated crime and disorder overview and scrutiny committee (or subcommittee) or an authority's main overview and scrutiny committee.
- 5. The guidance was clear in that there was an expectation for police authorities to play an active part in this scrutiny function and that the committee should therefore either involve a member of the police authority or, where not possible, a standing invitation should be extended for a member (or officer) of a police authority to attend the scrutiny committee as an expert witness.

- 6. The regulations left the frequency of meetings to local discretion, subject to a minimum requirement of once a year.
- 7. The Guidance further recommended that the role of the scrutiny committee, in whichever form was applied, should be as a critical friend of the CDRP providing it with constructive challenge at a strategic level and not 'adversarial fault finding at an operational level'. The committee should consider actions undertaken by the CDRP and make reports or recommendations to the local authority, in our case the Court of Common Council, and directly to the responsible partners, if necessary.
- 8. In order to meet the requirements, a number of approaches were considered at the time:
- i) to allow the Court of Common Council to fulfil this function directly The provisions of the Act specifically provided for this possibility, through paragraph 11(1) of Schedule 8 to the Police and Justice Act 2006 which states

paragraph 11(1) of Schedule 8 to the Police and Justice Act 2006, which states that, "The Common Council may discharge its duty under section 19(1) by itself acting as the crime and disorder committee of the Council..."

Accordingly, consideration was given to the possibility that no dedicated committee be established and that, instead, the Common Council discharge its duty to scrutinise crime and disorder matters by itself acting as the crime and disorder committee.

However, it was felt that this would not in practice provide the most effective mechanism for scrutiny, for a number of reasons. Firstly, one of the principles of scrutiny is that a member should not be involved in scrutinising a decision that they have been a party to. The involvement of a number of Members with the Safer City Partnership would naturally cause some conflict here. Furthermore, a committee comprising 125 Members, due to its size, would arguably not be an effective body for discharging such functions. This corresponds with the position in respect of most local authority functions e.g. Planning, where is no legal requirement to have a dedicated Planning Committee and planning functions could all technically be discharged by the Court should it so wish, but for reasons of practicality a specialist Committee is constituted.

In addition, meetings of the Court of Common Council are strictly governed by the conduct of debate as set out in Standing Orders and, other than the Town Clerk, officers traditionally do not participate in debates. It was felt that this could cause some issues in relation to the facilitation of proper scrutiny functions.

Moreover Standing Order 9 requires any report put before the Court to have been agreed by a Committee (or Sub Committee in those cases where the terms of reference confer the requisite authority). Procedurally there would therefore have been issues to resolve in facilitating appropriate reports to be laid before the Court. In view of these various issues, it was therefore felt that this would not be an appropriate option.

ii) to extend the terms of reference of the Policy and Resources Committee, or a sub-committee thereof, to explicitly have this function within its remit.

It was noted that the terms of reference of the Policy and Resources Committee covered City security and emergency planning as well as general matters not otherwise expressly provided for within the terms of reference of any other Committee. Accordingly, the incorporation of the Crime and Disorder Scrutiny function within the Policy and Resources Committee's activity was also considered.

However, in its application to the City of London Corporation, there was some uncertainty at the time as to whether the Police and Justice Act 2006 allowed for a committee to discharge functions other than crime and disorder scrutiny functions. In other words, it was believed that for the City of London Corporation it may need to be that any committee was capable of only dealing with the scrutiny of crime and disorder and nothing else. It has since been clarified that this is not the case, subject to suitably crafted arrangements. However, notwithstanding this, it was also felt that the Policy and Resources Committee might not be the most appropriate forum for such scrutiny to take place and this option was therefore discounted.

iii) to extend the terms of reference of the Health Scrutiny Sub Committee to allow it to also discharge scrutiny of crime and disorder functions.

This Sub Committee, which had been established in 2001 in response to the requirements of the Health and Social Care Act 2001, was already a dedicated scrutiny committee in existence and was therefore also considered as a potential route through which the Crime and Disorder Scrutiny function could be exercised. However, similarly to the position outlined above with regard to the Policy and Resources Committee, there was concern that it would not be permissible for the sub-committee to deal with crime and disorder scrutiny as well as other matters. Further, the two subject areas were felt to be sufficiently distinct as to suggest limited merit in merging the two scrutiny areas in to one sub-committee.

iv) to create a newly constituted Crime and Disorder Scrutiny Committee.

The creation of a dedicated committee was therefore felt to be the most appropriate and pragmatic approach. It was recommended that any such Scrutiny Committee should include the Chairmen and Deputy Chairmen, or their representatives, of the Policy and Resources Committee, the Police Committee and the Community and Children's Services Committee on the basis that the terms of reference of these three committees covered, to a lesser and greater extent, the area of community safety within the City of London. In considering this proposal, Members were minded that the inclusion of representatives of the Licensing Committee would also be appropriate, given that Committee's role in considering the impact of licensed premises with relation to community safety. This was consequently agreed by the Court of Common Council as the appropriate solution at its December 2009 meeting.

Current Position

- 9. Having been established and terms of reference approved, the Committee was included within the 2010 White Paper and has continued to be appointed annually by the Court ever since. The terms of reference of the Committee are as follows:
- (a) To be responsible for the review and scrutiny of decisions made, or other actions taken, in connection with the discharge by the responsible authorities and other members of the Safer City Partnership of their crime and disorder functions;
- (b) to make reports or recommendations to other committees and to the Court of Common Council with respect to the discharge of those functions; and,
- (c) to have at least one meeting each year dedicated to scrutinising crime and disorder matters.
- 10. No meeting of the Committee has been held since its inception. This was highlighted recently, at which point the various Chairmen and Deputy Chairmen were contacted and a first meeting arranged.
- 11. At this meeting, Members discussed the scrutiny function and the activities of the City's CDRP, with a view to better understanding how they might most effectively discharge their scrutiny function. The agenda, reports and minutes of that meeting are all publicly available at the following location: <u>http://democracy.cityoflondon.gov.uk/ieListDocuments.aspx?Cld=173&Mld=187</u> <u>38&Ver=4</u>
- 12. Given the City Corporation's committee system, under which overview and scrutiny committees (as utilised at other local authorities) are not in place, it was agreed that scrutiny training should be arranged for the Committee to aid Members' familiarity with the requirements of this role. In addition, it was agreed that Members should be given the opportunity to attend the next meeting of the Safer City Partnership, to better understand its work and provide a framework for future scrutiny. After this point, a further meeting of the Crime and Disorder Scrutiny Committee will be arranged at which the Committee will determine the areas of the CDRP's work which it wishes to scrutinise in more detail.
- 13. It should be noted that the City (and London in general) is in a somewhat anomalous position compared to the rest of the country in that there is no directly elected Police and Crime Commissioner (PCC). Through the Police Reform and Social Responsibility Act 2011, a clear legal basis was provided to the relationship between CDRPs (now referred to as Community Safety Partnerships CSPs) and incoming Police and Crime Commissioners. The PCC has a power of accountability over CSPs and is able to provide additional funds for the CSP to use (although is not obliged to do so).

14. With no PCC for the City, it is therefore still incumbent on the Court of Common Council in its local authority capacity to hold the SCP to account.

Conclusion

15. This report sets out the rationale behind the Crime and Disorder Scrutiny Committee's establishment and outlines its intended role and recent activity.

Appendices

• None.

Gregory Moore

Town Clerk's Department T: 020 7332 1399 E: gregory.moore@cityoflondon.gov.uk

Committee(s):	Date(s):
Projects Sub-Committee	7 September 2016
Policy and Resources Committee	8 September 2016
Establishment Committee – for information	16 September 2016
Corporate Asset Sub-Committee – for information	23 September 2016
Subject: Accommodation and Ways of Working	Public
Report of: Town Clerk	
Report Author: Paul Nagel	For Decision

Summary

The City Corporation is a modern employer and wherever possible the work-styles and culture within the organisation have kept pace with changes both in the public and private sectors. The current position is, however, typified by Departmental working with staff performance management often focused on inputs and presenteeism. We also have an inefficient utilisation of our office spaces with a high desk to staff ratio of 1.1 which does not support modern approaches to interaction and team working.

This programme aims to modernise working practices, based around the needs of our internal and external customers, optimise our buildings and facilities to provide focus for improvements to our business processes, skills and assets as well as positively enhance the Wellbeing of our staff.

It is planned to introduce a pilot model office, for DBE and some Open Spaces staff on the 1st Floor of Guildhall North Block from October 2016. This will pilot the new ways of working, including accommodation changes and greater agile working enabled through IT. This experience will inform the development of the overall options and business case for the widespread programme of change envisaged.

This programme will be a core enabler and trigger to starting an organisation transformation of Culture. It will also enable the rationalisation and commercial letting opportunities identified from the Operational Property

Recommendations

Projects Sub Committee

• Approve the project to progress to Gateway 3 - Outline Options Appraisal

Policy and Resources Committee

• Note the report and the implications for the Guildhall Complex

Establishment Committee

• Note to Accommodation and New Ways of Working Programme and the implications for the City of London Corporation Workforce

Corporate Asset Sub Committee (CASC)

 Note the Accommodation and New Ways of Working Programme and the implications for improving the efficiency and effectiveness of the Corporation's operational property. Particularly in relation to the potential to release Irish Chamber and Walbrook Wharf.

Main Report

Background

- 1. The City Corporation is a modern employer and wherever possible the workstyles and culture within the organisation have kept pace with changes both in the public and private sectors. The current position is, however, typified by Departmental silo working with staff performance management often focused on inputs and presenteeism. The City Corporation culture and ways of working needs to keep pace with what is now standard practice for large successful organisations that successfully focus on outcomes and customer need, delivering joined up services and with whom we compete with to recruit and retain quality staff. We also have an inefficient utilisation of our office spaces with a high desk to staff ratio of 1.1 which does not support modern approaches to interaction and team working.
- 2. This programme will be a core enabler and trigger to starting an organisation transformation of Culture, focused on Pride, Passion, Pace and Professionalism, with business processes orientated around achieving excellent outcomes for our customers, with the current culture of Departmental Silos and resistance to change overcome within the overall Transformation Programme. It will create the foundation for a culture that embraces continuous improvement, best practice and flexibility with performance measured through outcomes and delivery with work styles and the tools to support these clearly defined.
- 3. The Chief Officers Summit Group, recognising the significance of these issues agreed to the commencement of an Accommodation and Ways of Working project earlier this year. Initial start-up funding of £145k from the Transformation Fund and additional local risk contributions of £10k each from pilot Departments DBE and Open Spaces have enabled external expertise to be commissioned to progress the programme including preparations for introducing a model office.
- 4. As stated above, the City Corporation is a forward looking organisation and has made some significant investments in improving the workplace and facilities provided over the last two decades through the Guildhall Improvement projects. This investment in the fabric of our central buildings is an enabler for the City Corporation to now embark on a significant cultural change programme. The need for this programme reflects the importance of keeping relative pace with the significant changes in the work environment, expectations of a modern workforce and stakeholders and a focus on transforming the organisational culture of the City Corporation.

Operational Property Review

5. This programme will be interdependent with the operational property review, ensuring that identified benefits of running cost savings and rental income generation initially estimated at £1.6m per year from that project can be achieved through new ways of working. This will be through rationalisation and commercial letting opportunities enabled by staff vacating Walbrook Wharf front offices and Irish Chambers and moving into a more intensively utilised Guildhall Complex.

Project Description

- 6. The programme will create the environment that will enable a significant cultural change through the introduction of ways of working and work spaces that break away from our traditional desk based silos. The project will encourage greater collaboration, co-creation, improved productivity and health benefits for staff with services focused around our customers whether they are internal or external. It will;
 - Clarify our services and how best we can deliver these through improving how we work individually, in our teams and collaboratively with others
 - Establish a set of worker styles that support the culture and ways of working
 - Identify changes to process, policy, technology, design and use of space and facilities
 - 7. There are significant opportunities to improve services and we would like to create a business case describing these benefits, both to staff, customers and the bottom line of costs. The project will involve:-
 - Introduce a flexible and agile work environment supporting new ways of working
 - Increase mobile technology and decrease fixed desk devices based on role and functional needs
 - Rationalisation of operational property achieved through increased density of staff occupation
 - Reduced sickness levels and loss of productivity through presenteeism
 - Training for managers in HR policy and work practices that support new ways of delivering outcomes

Pilot Model Office

8. It is planned to introduce a pilot model office, for DBE and some Open Spaces staff on the 1st Floor of Guildhall North Block from October 2016. This will pilot the new ways of working, including accommodation changes and greater agile working enabled through IT. This experience will inform the development of the overall options and business case for the widespread programme of change envisaged. Diversity and inclusion staff networks are being closely consulted in the design of the model office as it will be an ideal opportunity to trial improvements in equipment and working practices that support staff wellbeing. The pilot model office will also enable to vacation of Open Spaces staff from the Irish Chambers.

- 9. As preparation for this change, a corporate wide de-clutter campaign commenced in July, championing good housekeeping of both electronic and paper records, with an aim of reducing the retention of unnecessary records. Member will be aware of the increasing IT costs associated with electronic record keeping.
- 10. A range of options for introducing this pilot office are currently being considered and costed for which further funding will be necessary. Depending on the recommended pilot option, quantum and nature of costs (revenue or capital) funding to implement the model office is to be sought from Members in October 2016 if approved in order to maintain the momentum of the change programme.

Conclusion

- 11. This programme will enable the Corporation to keep relative pace with the significant changes in the work environment, expectations of a modern workforce and stakeholders.
- 12. This programme will be a core enabler and trigger to starting an organisation transformation of Culture. It will create the foundation that embraces continuous improvement, best practice and flexibility with performance measured through outcomes and delivery with work styles and the tools to support these clearly defined. It will also enable the rationalisation and commercial letting opportunities identified from the Operational Property Review.

Appendices

Appendix 1 – Accommodation and Ways of Working – Gateway 1 / 2 Report **Appendix 2** – Accommodation and Ways of Working – Vision and Objectives

Paul Nagle

Head of Finance – Projects T: 0207 332 1277 E: paul.nagle@cityoflondon.gov.uk

Committees:		Dates:
Members		44
Projects Sub Committee – for d		7 th Sept 2016
Policy and Resources Committe		8 th Sept 2016
Establishment Committee – for		16 th Sept 2016
Corporate Asset Sub Committee	e (CASC) – for information	23 rd Sept 2016
Subject:	Gateway 1&2 Project	Public
Accommodation and Ways of	Proposal:	
Working	Complex	
Report of:		For Decision
Town Clerk		
Report Author:		
Paul Nagle, Chamberlain's Dep	artment	

Recommendations

1.	Approval track and next Gateway	Approval track: 1. Complex Next Gateway: Gateway 3 - Outline Options Appraisal (Complex)			
2.	Resource requirements to reach next	Item	Reason	Funds/ Source of Funding	Cost (£)
Gateway	Programme Change Manager	Leadership and co-ordination, senior officer engagement – 6 months – av 2-3 days per week - £800 per day	Transformation Fund	£45,000	
		Space Planning and New Ways of Working consultant	Development of business case, space options, advice on implementation	£20k – Local Risk c'fwd funding, remainder Transformation Fund.	£60,000
		2 Business Analyst – (ideally one be in-house secondment – covered by backfill cost)	Internal communication, project office, - 6 months	Transformation Fund.	£60,000
3.	Next steps	 Oct 16 – Gateway 3 – Outline Options (options for implementing Model Office – including any additional funding if required) Oct/Nov 16 – implemented Model office if approved Dec 16 - Develop success criteria and lessons learned 			

 based on pilots for an overall programme Jan 17 - Produce Gateway 4 Detailed Options Appraisal
• Jan 17 - Produce Galeway 4 Detailed Options Appraisa

Project Summary

4.	Context	This programme aims to modernise working practices, based around the needs of our internal and external customers, optimise our buildings and facilities to provide focus for improvements to our business processes, skills and assets as well as positively enhance the Wellbeing of our staff. The City of London Corporation work-styles and culture, is typified by Departmental working with staff performance management often focused on inputs and presenteeism. We also have an inefficient utilisation of our office spaces with a high desk to staff ratio of 1.1 which does not support modern approaches to interaction and team working. The City Corporation culture and ways of working needs to keep pace with what is now standard practice for large successful organisations that successfully focus on outcomes and customer need, delivering joined up services and with whom we compete with to recruit and retain quality staff. This programme will be a core enabler and trigger to starting an organisation transformation of Culture, focused on Pride, Passion, Pace and Professionalism, with business processes orientated around achieving excellent outcomes for our customers, with the current culture of Departmental working overcome within the overall Transformation Programme. It will create the foundation for a culture that embraces continuous improvement, best practice and flexibility with performance measured through outcomes and delivery – with work styles and the tools to support these clearly defined. It will provide opportunities to breakdown Departmental silos and encourage Cross-Departmental working and interaction to achieve better outcomes for our customers. This programme will be interdependent with the operational property review, ensuring that identified benefits of running cost savings and rental income generation initially estimated at £1.6m per year from that project can be achieved through new ways of working. This will be through rationalisation and commercial letting opportunities enabled by staff vacating
5.	Brief description	into a more intensively utilised Guildhall Complex. The programme will create the environment that will enable a significant cultural change through the introduction of ways of
L	of project	working and work spaces that break away from our traditional

6. Consequences if project not	 collaboration, co-creation, improved productivity and health benefits for staff with services focused around our customers whether they are internal or external. It will; Clarify our services and how best we can deliver these through improving how we work individually, in our teams and collaboratively with others Establish a set of worker styles that support the culture and ways of working Identify changes to process, policy, technology, design and use of space and facilities There are significant opportunities to improve services and we would like to create a business case describing these benefits, both to staff, customers and the bottom line of costs. The project will involve:- Introduce a flexible and agile work environment supporting new ways of working Increase mobile technology and decrease fixed desk devices based on role and functional needs Rationalisation of operational property – achieved through increased density of staff occupation Reduced sickness levels and loss of productivity through presenteeism Training for managers in HR policy and work practices that support new ways of delivering outcomes
approved	 working not progressed resulting in underachievement of City of London Corporation ambition. Do not meet the needs, expectations and demands of an increasingly modern workforce resulting in increasing difficulty in the recruitment and retention of staff Opportunity to improve efficiency in the use of time & resources in programming internal staff moves not realised. Status quo maintained on sickness absence levels and presenteeism Gap between current and future technology and methods of working becomes too large to bridge economically Lack of opportunities to relocate staff out of Walbrook Wharf, Irish Chambers and Guildhall Justice Rooms.
7. Success criteria	 More agile and resilient services Increased productivity and reduced sickness absence

	 levels More motivated, engaged and positive workforce Efficiency and collaboration Improved reputation as an employer Enhanced working environment for personnel. Reduced energy needs and carbon footprint Improved utilisation of Guildhall North and West Wings Creation of revenue receipts from surplus premises. 	
8. Notable exclusions	 Any of the City of London Police accommodation Consideration will be given to introducing necessary infrastructure across the remainder of the operational portfolio (i.e. offices outside the core Guildhall Complex) at a later date. 	
9. Governance arrangements	Project Board reporting to Strategic Resources Group, with links to	
	Spending Committee: Policy and Resources Committee	
	Senior Responsible Officer: Simon Murrells, Assistant Town Clerk	
	Project Board: Yes	

Prioritisation

10. Link to Strategic Aims	1. To support and promote The City as the world leader in international finance and business services	
11. Links to existing strategies, programmes and projects	 This proposal would assist all departments with Service Based Review aims and targets. Joint Contact and Control Centre One Safe City initiative IT digitisation and Flexible Working Review IT – Unified Communications End User Device Renewal Joint Network Refresh Programme HR Wellbeing Project Guildhall Justice Rooms Redevelopment Project Strategic Energy Review 	
12. Project category	3a. Spend to save	
13. Project priority	A. Essential	

Options Appraisal

14. Overview of options	<i>i) Do Nothing</i> - This option continues the current inefficient use of our office space compared to modern practices and limits opportunities to progress future Guildhall Justice Rooms and Walbrook Wharf potential redevelopment options.
	 ii) Retain the existing layout and furniture, with increased agile working – Applying a simple 8 desks to 10 staff ratio to the existing desks gives a maximum capacity of circa 1,500 staff (located in North and West Wings, 65 Basinghall Street and Irish Chambers). However, this approach would not provide the ancillary space required to support additional staff in higher densities and would not achieve all the success criteria in terms of cultural change and the benefits from adopting an enhanced working healthy positive environment for personnel.
	<i>iii)</i> Adopt full modern new ways of working - implementing new office layouts and furniture, agile working IT, with the purpose of optimising the space, increasing staff densities enhancing wellbeing and adopting new ways of working.
	The Model Office pilot will look at a range of options between ii) and iii) which will be developed for Gateway 4.

Project Planning

15. Programme and	Overall programme: Propose phased through 2016 - 2018
key dates	Key dates:
	October 2016 - Model Office established
	January 2017 - Development of Detailed Business Case 2016 – (Gateway 4)
	Other works dates to coordinate:
	Timing of the Joint Network Refresh, End User Device Replacement because these projects are necessary to provide improved IT infrastructure that will support Agile working.

16. Risk implications	Overall project risk: Amber	
	 IT readiness and capability to provide the infrastructure and support new ways of working in a manner which is high performing, available, scalable and secure 	
	 Insufficient space for all staff in scope of accommodation changes 	
	 Insufficient capacity within business areas to support programme activities delaying implementation or resulting in reduced benefits 	
	 Staff do not embrace changes in ways of working resulting in negligible changes in culture Changes to working practices negatively impact service delivery 	
17. Stakeholders and consultees	 Chief Officers Wider staff consultation Trade Unions 	

Resource Implications

18. Total estimated cost	 Likely cost range: Estimated based on exportant organisation of this size, although this programe cover incremental costs for IT required and escope of existing IT Programmes. 3. £5m+ 	amme would	only
19.	Stage 1 – initial expert advice on imp planning options and costs Stage 2 – implementation of model office an detailed business case so can progress to G	d developme	
	Funds/Sources of Funding	Cost (£)	
	Local risk contributions from DBE - £10k, Open Spaces - £10k	20,000	
	Transformation Fund	145,000	
	Total	165,000	
20. On-going revenue implications	A significant financial benefit of the proposal is to reduce revenue costs by operating from a smaller estate (as identified from the operational property review) and to minimise wastage and improve the efficiency of operations through improved processes and ways of working as well as reducing cost from sickness absence and presenteeism.		
21. Investment	A business case appraisal will be run balar	ncing the esti	mated

appraisal	costs of investment against lower running costs and potential income and capital creation from released operational assets and other financial benefits.
22. Procurement strategy/Route to Market	A soft market testing and procurement exercise has been undertaken to research the costs of using an external companies and consultants to develop the project and provide space planning advice.
	An external Progamme Change Manager with experience and skills in delivering similar programmes in other organisations has been procured to deliver the first phase of the project on a 6 month fixed contract at a rate of £800 per day.
	A programme space management consultancy to support in the identification of best practice solutions, advising on the benefits of the proposal as well as the cost, alongside other issues to be considered such as M&E upgrade requirements and IT solutions has been contracted initially for £30k. Further work may be contracted to assist in the development of the work space designs.
	Appointment of the two business analysts would be via internal and external advertising. Ideally one of the business analysts would be via an internal secondment.
23. Legal implications	Potential HR/contract issues, Minimum space requirements under the Workplace (Health, Safety and Welfare) Regulations 1992
24. Corporate property implications	In the context of modern working environments and the Service Based Review it is essential to ensure that we are optimising our central corporate assets. Furthermore industry claims suggest that staff retention and productivity are enhanced if more flexible working is adopted; however, there must be the appropriate associated infrastructure including sufficient break out spaces, quiet spaces, meeting rooms and personal lockers.
	The proposal must be supported fully by appropriate IT infrastructure and mechanical and electrical capability; existing capacities will be reviewed and options to grade to the necessary levels will be put forward.
	Chief Officer support and lead will be vital in relation to potential staff resistance to changes in new ways of working.
25. Traffic implications	Increased deliveries / activities at Guildhall Complex will need to be managed.
26. Sustainability and energy implications	Energy consumption likely to increase at Guildhall Complex, but CoL cost will be offset by reduced consumption at other sites if vacated, redeveloped or sold. The Strategic Energy Review and the upcoming Energy Efficiency Fund may prioritise work differently as a result of the Accommodation and

	Ways of Working Programme.		
27. IT implications	 Ways of Working Programme. Significant IT infrastructure investment / enhancement is already an identified requirement across the organisation. Chamberlain's IT Division have partly completed network upgrades to allow some agile working and are challenging the existing 'one desk, one fixed computer terminal culture' when dealing with new requests. This project links to the End User Device Renewal and Joint Network Refresh Programmes. Because these projects will enhance IT capability to support agile working. These and further upgrades to infrastructure, IT equipment and telephony will be considered in conjunction with physical space and new ways of working outlined in this report. Progress on these workstreams will be a key dependency for this change programme. 		
28. Equality Impact Assessment	An equality impact assessment will be undertaken		

Contact

Report Author	Paul Nagle
Email Address	Paul.nagle@cityoflondon.gov.uk
Telephone Number	020 7332 1277

The vision

"We will create a **modern** working environment that **engages** people and supports **effective** outcomes"

Modern

Engaging

Effective











City of



LEAD EMPOWER TRUST

The objectives

Objectives:	Modern	Engaging	Effective
 Working patterns to meet internal and external needs Improved service delivery The ability to work anywhere Flexible, agile working Improved physical and virtual collaboration and innovation Fewer formal meetings 	✓	✓	✓
 Improved staff management focused on outputs Supported staff, who know where to get effective help and guidance Improved work life balance 	✓	✓	~
 Enhanced working environment Flexible working environments Increased use of mobile technology Having the correct equipment for the role Co-location of related services Best practice 	✓	✓	\checkmark
Attracting and retaining staff Staff retention / lower sickness rates Improved staff wellbeing 		✓	✓
 Make best use of our property assets Rationalisation of operational property portfolio Lower running costs / release funds 			~
Improve our environmental impact Reduced carbon footprint Reduced travelling 	\checkmark		\checkmark
Improved business resilience	\checkmark		\checkmark

Committee(s)	Dated:
Policy and Resources Committee – for decision Resource Allocation Sub- Committee - for decision	08 September 2016 08 September 2016
Property Investment Board – for information Markets Committee – for information	14 September 2016 21 September 2016
Subject: Museum of London Proposed Relocation – update and funding request	Public
Report of: Town Clerk	For Decision
Report authors: Matthew Pitt	

Summary

Since the last report to your committee in July, the Museum of London project has gathered further momentum with progress made on a number of key items by the Museum. Stanton Williams and Asif Khan have been formally announced as architects and have received a warm reception in the press following the recent architectural competition, Turner and Townsend have completed their technical study, a draft of the business case for the new museum has been reviewed by the City of London Corporation and Greater London Authority, City officers have met with SMTA to discuss their concerns and a number of steps are now required to enable the project to move forward to the end of the year.

Recognising this change in pace and momentum, the City of London Corporation has appointed a dedicated project director, Philip Everett, to liaise with the Museum of London and coordinate the activities of the City in relation to the project.

This report provides Members with an update regarding SMTA representations and recommends that the previous "in principle" decision be reaffirmed. It advises of the latest position with regard to the Museum of London's proposed move to Smithfield General Market and Annexe (West Smithfield). Subject to the "in principle" decision being reaffirmed, it seeks Members approval to funding from City's Cash reserves for the following: -

- 1. £1.628m grant by the City to the Museum to allow the Museum to continue with the project up to January 2017;
- 2. £1.3m for works to be undertaken by the City in order to make the General Market Buildings safe;
- 3. £1.5m for deterioration works to the General Market Buildings to be undertaken by the City; and
- 4. £130,000 for surveys and investigations on the General Market Buildings site to be commissioned by the City.

Approval of the above will allow the project to move forward and maintain momentum for the remainder of the year, including the opportunity for the Museum to bid for Heritage Lottery Funding in its next annual funding round (November 2016). That ability to bid for funding at this early stage, if successful, would help underpin funding for the project, provide confidence to the GLA, City of London Corporation and other potential sponsors.

However, the position remains as reported in July that any final commitment of the City is subject to a number of practical considerations.

Recommendations

Members of the Policy and Resources Committee and Resource Allocation Sub Committee are asked to:

- Consider the SMTA letter at Appendix C and reaffirm the decision taken at your July meeting to provide approval in principle to the Museum of London's Proposed relocation in light of the SMTA letter at Appendix C noting that the Markets Committee and Property Investment Board saw the letter and had no subsequent objections to the decision taken by your committee;
- Approve a grant of up to £1.628m from City's Cash reserves to the Museum of London to fund the Museum's relocation project up to January 2017;
- Delegate authority to the Town Clerk in consultation with the Chairman and Deputy Chairman to agree the final amount of the grant up to £1.628m which is subject to further discussions with the GLA over the coming weeks;
- Delegate authority to the Town Clerk in consultation with the Chamberlain (on matters of a financial nature) and the City Solicitor, to prepare and agree a letter setting out the terms and conditions of the proposed grant to the Museum to adequately protect the City's position;
- Approve funding of £1.3m from City's Cash reserves in order to make the General Market and Annexe Buildings safe for the project team's access to the site to continue;
- Approve funding of £1.5m from City's Cash reserves for other identified works subject to additional due diligence;
- Delegate authority to the Town Clerk in consultation with the Chairman and Deputy Chairman to approve the final cost of the health and safety and other works which are estimated to cost £1.3m and £1.5m;
- Note that expenditure on the above works will be progressed through the gateway process in accordance with the City's project and procurement procedures;
- Approve up to £130,000 from City's Cash reserves for necessary surveys and investigations;
- Note the appointment of a project director to manage the City's relationship with the project;
- Note that a report dealing with the Heads of Terms between the City of London Corporation and the Museum of London will be brought forward later in the autumn;
- Note that further funding will be required to cover the Museum's project costs from January May 2017 and a report will be brought for Members' consideration in December 2016.

Main Report

Background

- 1. In July 2016, your committee gave approval in principle to working with the Greater London Authority (GLA) to support the Museum of London's aspiration to move to Smithfield General Market and Annexe, while noting that full approval would be subject to satisfactory arrangements in respect of various matters such as cost envelope, capital and revenue funding, due diligence and governance. Since the consideration of that report, there have been a number of developments in quick succession which now require the City to consider further action to enable the project to continue. The former market buildings, now in our care and ownership, also need to be made watertight and safe. The purchase report identified that the City would be responsible for the repair and maintenance of the buildings.
- 2. Earlier in 2016, the City, together with the GLA provided funding for a number of initiatives to take the project forward. This followed the City's purchase of the General Market and Annexe site in late 2015. The Museum, working with Barker Langham, has subsequently compiled a business case for the relocation to West Smithfield which has been shared with City of London Corporation and the Greater London Authority (GLA) and run an architectural competition to select an architect. The winner was recently announced as Stanton Williams with Asif Khan and media coverage has been encouraging with positive support coming from a broad range of the press and key stakeholders such as Heritage England. The Museum also commissioned a technical study of the West Smithfield buildings to determine issues and risks.
- 3. In previous reports it was noted that approval in principle has been given to support redevelopment of the Museum's current London Wall site to create a Centre for Music. This could not take place until the Museum of London relocates to Smithfield and it is within both the City and Museum's interest to support progression of the proposed relocation at the earliest opportunity.

Current Position

- 4. On 28 June 2016, Smithfield Market Traders' Association (SMTA) wrote to the City of London Corporation setting out their latest position ahead of the paper considered at your July meeting. Due to an administrative error, this letter was not included when Members considered the City's in principle support for this project. This letter can be viewed at Appendix C.
- 5. In terms of the Museum of London's use of the site, the SMTA comments do not alter the general approach that such a use would help realise the fullest potential of the site and the intensification opportunities offered by the new key Crossrail interchange at Farringdon, and should be supported in principle. In terms of the specific comments regarding West Poultry Avenue, that part which lies above railway tunnel lids was closed to all vehicles by a traffic order in 2001. Although the closure was permanent the original intention was for this to be reviewed once the tunnel was strengthened. Servicing and access arrangements and impacts on traffic movements and Smithfield market will be considered when any planning application is evaluated.

6. A meeting was subsequently held at Guildhall between the City and representatives of the SMTA to begin a constructive dialogue regarding the project. This meeting was chaired by the City's recently appointed Project Director, Philip Everett who will be managing and coordinating the City's involvement in the Museum project and representing the City's interest within the wider project governance. The SMTA set out their primary areas concerns at this meeting and the City undertook to maintain a regular dialogue as the project moved forward.

Funding for progression of the project

- 7. Following the outcome of the architectural competition and technical study in particular, the following next steps have been identified to take the Museum's project forward: -
 - appointment of Design Team consultants including;
 - Cost Consultant;
 - Project Manager; and
 - Structural Engineer

These appointments will provide greater certainty about project cost, currently estimated at £200-300m, and programme, currently estimated to complete in 2022. They will also facilitate an application to the Heritage Lottery Fund (HLF) for funding.

- 8. The bid for HLF funding this year, if successful, would have the advantage of underpinning funding for the remainder of the project and provide confidence to the City of London Corporation and GLA. The HLF bid will be significant and is key to unlocking other major funders. Failure to meet the HLF deadline in November would result in a 12 month delay on fundraising. The Museum has only very limited resources it can use internally on this project and so professional assistance is required to deliver a successful HLF bid of this size.
- 9. The funding requirement to allow the project to progress has been costed at £1.628m and would take the project forward until January 2017. There is further advanced knowledge that that the appointment of the Design Team consultants on the project will incur commitments of a further £1.449m from January to May 2017 to deliver RIBA Stage 1 (preparation and project brief). A full breakdown of the outputs between now and January together with an estimate of funding requirement beyond January to RIBA Stage 1 is set out at Appendix A.
- 10. The work enabled by this funding will facilitate a more detailed assessment of the costs and actions required to take the project through the planning process. A further report would be submitted to the City of London Corporation and GLA in January 2017.
- 11. Providing funding to allow the project to continue without delay to the end of the year also benefits the proposed Centre for Music project. Bastion House (140 London Wall) becomes vacant in 2018 and if it were possible for the Museum to

move off their current London Wall site at an earlier date this would be beneficial for the City and to Centre for Music by facilitating its earlier redevelopment. Officers will continue to work with the Museum project team to explore acceleration of the current Museum project timeline to align the two project as much as possible.

Project Stage	Estimated Timescale
RIBA Stage 2: Concept Design and	May 2017 - November 2017
Cost Plan	
RIBA Stage 3: Developed Design and	October 2017 - April 2018
Planning Documents	
RIBA Stage 4: Technical / Production	October 2018 - November 2019
Design	
Procurement (demolition/enabling and	November 2018 - July 2019
main works)	
Demolition and Construction	May 2019 - November 2021
Migration	December 2021 - May 2022

12. An indication and summary of subsequent project stages is set out below: -

Funding for stabilisation works and surveys

- 13. Following the appointment of Turner and Townsend to conduct a technical study of the proposed new Museum site, a number of urgent items require attention. These include works to stabilise the existing buildings, erect scaffolding and prevent further deterioration to the former market buildings.
- 14. Health and Safety works have been costed at £1.3m. These would enable access to the site for further investigations and project team access. Without these works the building would not considered safe and further necessary inspections of the buildings and other onsite works could not continue. The responsibility for carrying out these works and to allow access lies with the City of London Corporation as freeholder of the buildings. Failure to carry these out would result in further delays to the project given the current unsafe internal condition of the buildings.
- 15. In addition to the urgent works identified on health and safety grounds, there are other items related to the condition of the buildings with a potential additional cost up to £1.5m. Further due diligence on these items is required but it would be beneficial to set aside that sum to deal with these items, as necessary, once this has been carried out.
- 16. Also identified within the technical study were a number of surveys covering items including asbestos, protected wildlife and hazardous materials estimated to cost up to £130k.
- 17. Expenditure on the works in paragraphs 14 and 15 will be progressed in accordance with the City's project and procurement procedures and a full list of the above works is included at Appendix B.

Heads of Terms Update

18. Officers in the City Surveyor's Department are currently working with the Museum and GLA to finalise the draft Heads of Terms for the West Smithfield site. It is hoped that a final version can be brought before Members for approval later in the autumn.

Business Case Update

19. A draft of the Museum's business case, being compiled by Barker Langham, has now been reviewed by City of London Corporation and GLA officers. The draft business case tests the assumptions made by the Museum for operating a much larger Museum within current revenue budget envelope provided by the two major funders. Initial indications on this are positive however before the business case can be finalised, officers have requested further work be completed to make the investment case for the Museum's proposed relocation clearer.

Proposals

- 20. It is proposed that Member's confirm their earlier decision, taken at their July 2016 meeting to provide approval in principle to working with the GLA to support the Museum's ambition to move to Smithfield Market and Annexe (West Smithfield). Markets Committee and Property Investment Board both reviewed the SMTA's letter at their July meetings following its circulation as a supplementary item and had no subsequent objections to the decision taken by your committee on 7 July.
- 21. It is also proposed that Members approve the funding request for the City of London Corporation to fund up to £1.628m to allow the Museum to progress with relocation project up to January 2017. The final share of this element of funding between the GLA and City will be the subject of further discussion over the coming weeks and is linked to the much wider issue of how the GLA will fund their portion of the overall project cost. Approving up to £1.628m will allow the project to continue without delay to the programme and a final funding share would be considered using delegated authority procedures.
- 22. It is further proposed that £1.3m be released to fund urgent stabilisation and health and safety works recommended in the technical study. These works will stabilise the building and safeguard access for the project teams.
- 23. In addition to stabilisation and health and safety works, it is recommended that an allocation of up to £1.5m to cover the cost of additional works to the buildings following the completion of further due diligence. It is proposed that the final sum be considered using delegated authority procedures to prevent further delay and unnecessary deterioration.
- 24. It is also recommended that £130k be allocated to enable survey and investigation work to take place as set out in paragraph 16 and Appendix B.

Funding implications

- 25. There is no provision for either the funding bid of £1.628m, the proposed works totalling £2.8m or the additional surveys estimated at £130k. If Members decide to proceed the costs will therefore need to be met from City Cash Reserves and the agreement of Resource Allocation Sub- Committee will need to be sought.
- 26. With regard to the Museum's bid for further funding to take the project forward to January 2017, detail is set out in Appendix A. It was originally envisaged that the City and the GLA would share such costs 50:50 and the table below details the relative contributions both will have made should the bids be agreed. City officers are clarifying with the GLA if they are prepared to meet the proposed cost of the project until December 2016 in the same manner. For budgeting purposes, the table below assumes that the City will meet the full cost of the funding bids contained in this report.
- 27. Members should also note that should the project not proceed, or proceed in a different form, some or all of the City's overall contribution of £5m (presuming the bids in this report are agreed) will form the abortive cost of the project. Members may therefore wish to consider the level of expenditure they are prepared to approve prior to a final agreement for the project to go ahead.
- 28. The cost of the Museum of London relocation, as outlined in the July report to your committee, is estimated at £200-300m with a current early of assumption of £250m for the final overall cost. The final figure is expected to be split between the City, GLA and Museum of London (fundraising). The £1.628m outlined in this report for progression is the anticipated project spend and is therefore expected to be part of this overall figure. The £2.93m of health and safety, other and survey works are in addition to this sum and it is anticipated, unless discussion with the GLA proves otherwise, that these costs will need to be met entirely by the City Corporation. These works whilst necessary to the progression of the project could be required of the City as the freeholder even if the Museum of London relocation project were not to go forward.
- 29. Smithfield General Market has been opted to tax. Any VAT incurred on the stabilisation works will be fully recoverable as it will be attributable to the future lease to the Museum of London. There will be no impact on the City's partial exemption position as a result of expenditure on these works.

Summary of Overall Project Funding Provided by the City/GLA

Agreed Funding	City Funding £'000	GLA Funding £'000	Total £'000
Architectural Competition Preliminary Site Investigations Business Case (Short Term Programme) Remaining Short Term Programme Costs	200 100 117	200 217	200 200 100 334
Total Agreed to Date	417	417	834
Requested Funding			
Further Project Funding to January 2017 Health & Safety and other building works Surveys and Investigations Total Funding	1,628 2,800 130 4,975	417	1,628 2,800 <u>130</u> 5,392

Corporate and Strategic Implications

30. The City of London Corporation's in principle support for the Museum of London's proposed relocation to West Smithfield is reflected in a number of policies and corporate priorities. These include the Corporate Plan 2015-19 (e.g. Key Policy Priority 5), the Cultural Strategy 2012 – 2017 (eg page 5), the Core Strategy (e.g. CS 11) and the Smithfield Conservation Area SPD 2012.

Conclusion

31. Following commissioning of the technical study conducted by Turner and Townsend and competition of the Museum of London's architectural competition with the appointment of Stanton Williams with Asif Khan momentum on the Museum's relocation project has gathered pace. To date a small team of two Museum of London staff have managed the project with support from the GLA and City of London however in order to progress the design and funding of the project, additional financial support is now required. In addition, the technical study has outlined a number of urgent stabilisation works which are required to make the buildings at West Smithfield safe and prevent further deterioration. These funding packages are regarded as essential to allowing the project to progress to January 2017 where a further report setting out costs to the completion of RIBA Stage 1 will be brought for Members' consideration. In the meantime, it is expected that work to finalise overall funding for the project, governance and Heads of Terms will continue between the City, GLA and MOL. It is therefore recommended that Members approve the recommendations set out in this report.

Appendices

- Appendix A Immediate funding requirements to December 2016
- Appendix B Technical Study summary of urgent works

• Appendix C – SMTA Letter to City of London Corporation, 28 June 2016

Background Papers

- Cultural Strategy 2012-2017
- Corporate Plan 2015 2019
- Core strategy (adopted 2015)
- Smithfield Conservation Area SPD (adopted 2012)

Matthew Pitt

Policy and Projects Officer Town Clerk's Department T: 020 7332 1425 E: matthew.pitt@cityoflondon.gov.uk

Appendix A: Immediate funding Activities (£'000s)	Description	Estimated cost to Jan 2017 £k	Prepared 19/08/16 Forward commitments to RIBA Stage 1 estimated May 2017
Heritage Lottery Fund application:	the following strands of work are essential for the application for a significant grant of up to £20m. This will be one of HLF's largest ever awards.		
Content Design Development; HLF	Subject specialist advice on gallery content	42	N/a
Interpretation master planning; HLF	Narrative and themes describing and visualising visitor experience	90	N/a
Fundraising incl. HLF application	Set up fundraising team (staff) & HLF written submission	229	Note [2]
Heritage Statement; HLF	Renowned conservation architect Julian Harrap has been appointed through competition to write a statement of significance for the buildings	25	
Brief for Conservation Plan; HLF	Julian Harrap will write the brief for the conservation plan, required by HLF, and then undertake the plan, required by planning and an essential part of consultation to bring stakeholders on board.	23	35
Architect; HLF	Initially only concept visuals for HLF submission	90	500
Research; HLF	Development plan to demonstrate demographic of audiences	60	N/a
Censultant appointments ယ က	The project cannot progress further without the appointment of expert consultants to assist with the development of the scheme, including overall project organisation and governance, cost assessment; planning advice etc. These appointments must be made through the OJEU procurement route, for which MoL requires assistance.		
Sesign team procurement	Consultancy support for the OJUE processes for the Design Team procurements	42	40
Design team project management	Early essential tasks following appointment of the Project Manager, including review of standard services for Design Team appointments, development of Programme, starting to scope priority surveys, contributing to remaining Design Team procurements	84	168
Design team cost consultants	Early essential tasks following appointment of the cost consultant, including review of current cost model, development of procurement documentation for early surveys	60	230
Design team structural engineers	Early essential tasks following appointment of the structural engineers including contributing to scoping and planning early surveys	60	168
Galleries project development	Exhibition and fit-out design services brief	84	N/a
Legal and tax advice	Trowers and Hamlin were appointed to be the MoL's legal advisors through competition. Ongoing – advising on negotiations on Heads of Terms matters such as title and lease; project team procurement and Ts&Cs	108	108

Communications	PR consultancy for project and planning submission	134	Note [2]
Other			
Project office set up	Project Office (systems) and Manager. Currently MoL are running this project with 2 members of staff part time. Dedicated resource is required to set up systems to provide auditable records and ensure the project is properly governed	180	Note [2]
Information management	Surveys and development of common platform for sharing data including 3D modelling for Building Information Modelling compliance	180	200
Business planning phase 2	Revisions of Business Case, Corporate Services review and HR Change Management. The first draft of the Business Case that determined the mix of commercial and gallery spaces in the scheme need revision as the design progresses. MoL staffing model for the New Museum will require significant changes from present and impact on the ongoing Business Case.	137	Note [2]
Total		1,628k	1,449k

[1] Following the Smithfield Study meeting, surveys delayed because of access and health and safety issues. [2] Future commitments will be a mix of consultants and Museum staff; staff will be a recurring commitment.

Appendix **B**

The following works have been identified within the Smithfield Study Phase 3 Report, produced by Turner & Townsend, as requiring immediate attention.

1a Health & Safety

- 1a-1 Propping to General Market timber roof south and north of central hall Installation of timber packing and additional boarding to arrest falling debris
- 1a-2 Propping to General Market timber roof NE and SE corners central hall Installation of back propping to existing first floor iron structure to arrest collapse
- 1a-3 Propping to General Market timber roof adjacent to eastern entrance Installation of back propping to existing first floor iron structure to arrest collapse
- 1a-4 Propping to Fish Market roof at location of rotten timber arch trusses Installation of back propping to existing first floor iron structure to arrest collapse
- 1a-5 Inspection of West Smithfield canopy condition from raised access Cherry-picker access to be arranged to conduct inspection of canopy and bearings

£1,300,000

1b Deterioration Prevention (subject to further due diligence)

- 1b-1 Water ingress over arcades in Fish Market Installation of temporary roof (assuming localised repairs not feasible)
- 1b-2 Water ingress General Market central hall Localised repairs to existing roof coverings
- 1b-3 Water ingress General Market crust buildings Installation of temporary roof
- 1b-4 Water ingress over perimeter roofs in Fish Market Installation of temporary roof (assuming localised repairs not feasible)
- 1b-5 Cracking in General Market southwest corner (monitoring and repair) Installation and ongoing inspection of crack monitoring and targets
- 1b-6 Water ingress in Poultry Market basement Localised removal of internal finishes to inspect drainage and condition of structure

Surveys and Investigations

Enhanced asbestos survey Toxic / hazardous materials survey Protected wildlife survey Structural surveys Trial pit investigations over tunnel lid areas (in conjunction with Network Rail)

£1,500,000

£130,000

It should be noted that costs are provided inclusive of fees (13%) and are approximate figures taken from a draft Cost Model provided by Turner & Townsend for the Museum. The sums shown exclude any allowance for City of London 'in house' staff costs which at present it is assumed will be met from existing local risk budgets. Further due diligence will be undertaken to ensure that the City receives the best price.

It is advised that all items within 1a and 1b-5 are considered urgent and will allow progression of investigations and surveys. In addition, the deconstruction of the Red House internal timber floors (item 2b-1) is to be further considered following the most recent inspection by AKT II.

Appendix C

SMITHFIELD MARKET TENANTS' ASSOCIATION



John Barradell Town Clerk and Chief Executive City of London PO Box 270 Guildhall London EC2P 2EJ 225 Central Markets · London · EC1A 9LH Tel 020 7248 3151 · Fax 020 7329 6464 email smta.smithfield@btconnect.com www.smithfieldmarket.com

28 June 2016

Dear John

Proposed Move of the Museum of London to Smithfield General Market, etc

Thank you for your letter of 15th June.

I am profoundly disappointed that there has been no attempt on behalf of the City of London to discuss or consult with the Association on this matter before now. The City of London has an obligation to provide a Market at Smithfield. All the planning to date appears to have taken place with very little thought or attention given to the operations of the Market, which is a substantial employer in the City and the provider of a necessary service to many businesses located in the City and Greater London.

Whilst we remain of the view that the buildings could still best be used for market purposes, we would consider other uses, such as the museum, if such use can be proven to support rather than detract from the running of Smithfield Market. As a precondition of any move to support the project, we would insist on the tunnel lids being repaired, a matter which should have been addressed before now. There would also need to be recognition and agreement for a funding stream from the museum to assist in supporting the Market.

Having seen the design concepts, it appears that the museum has been given free rein as regards West Poultry Avenue. This is unacceptable as the Market will continue to require full access to West Poultry Avenue for deliveries and collections to the Poultry Market, including the north and south service ways. This is just one of our many concerns.

I suggest that a meeting be arranged between Association representatives and those responsible at the City for the decision making on this project as soon as possible, so that we can ensure that the Market has the correct, and accurate, input to planning to enable it to continue to operate efficiently and successfully. I look forward to hearing from you.

Yours sincerely



Greg Lawrence Chairman

Committee(s):	Date:
Policy and Resources Committee	08 September 2016
Subject: Crossrail Art Programme – Farringdon Proposal	Public
Report of: Town Clerk	For Decision
Report authors: Matthew Pitt	

Summary

This report seeks Members' approval to the City of London Corporation varying the basis of its existing commitment to the Crossrail Art Programme to allow the City to fund the artwork at the Eastern Ticket Hall of Farringdon Station (Lindsey Street, EC1A) without there being a match-funding commitment from a private sponsor of an equivalent sum.

The City of London Corporation has allocated up to £3.5 million from City's Cash to match contributions from other sponsors for the Crossrail Art Programme (providing a total budget of up to £7 million) for the installation of artworks from international artists across the seven central London Crossrail (Elizabeth Line) stations.

Originally, there were no plans for an artwork at Farringdon Station's Eastern Ticket Hall. However, this seemed counterintuitive to the City's aspirations to develop a cultural hub bookmarked by the Farringdon and Moorgate Elizabeth Line Stations. Artist Simon Periton has developed an artwork and the City of London Corporation is being asked to fund the full cost of the artwork, pending confirmation of an underspend at the Western Ticket Hall. The City's funding commitment is provided on the basis it is match-funded and so it is proposed that the basis of the commitment be varied to allow the project to move forward.

Recommendations

That Policy and Resources Committee: -

- Approve the proposal for the City of London Corporation to fund an artwork at the Eastern Ticket Hall of Farringdon Station from the existing funding allocation of up to £3.5m for the Crossrail Art Programme up to an estimated cost of £200,000 and to agree that the sum applied for this purpose does not need to be matchfunded by another sponsor;
- 2. Delegate authority to the Town Clerk in consultation with two Deputy Chairmen to agree the final sum to be paid for the artwork from the remaining balance of the City Corporation's allocation of up to £3.5 million should the final cost be greater than £200,000;
- 3. Delegate authority to the Town Clerk to agree a variation to the terms agreed in respect of the City Corporation's match-funding commitment (provided by letter dated 22 June 2015 to the Crossrail Art Foundation and 4 November 2015 to

Crossrail Ltd) and which arise from decisions taken in accordance with paragraphs 1 and 2 above; and

4. Note that no additional resources are required.

Main Report

Background

- 1. On 12 December 2013, your committee approved the City of London Corporation's support for the Crossrail Art Strategy. The amount approved for administrative and project support expenditure was £250,000 and up to £3.5 million was additionally allocated from City's Cash to match private sponsorship to fund artworks to be installed at the central Elizabeth Line stations (originally eight, now seven, stations) through the Crossrail Art Programme. At Crossrail Ltd's request, the City and Crossrail Ltd's obligations associated with the City's funding commitment to the Crossrail Art Programme ("the Programme") were set out in a binding letter, dated 4 November 2015.
- 2. The seven central stations Paddington, Bond Street, Tottenham Court Road, Farringdon, Liverpool Street, Whitechapel and Canary Wharf have since been branded a part of the Culture Line and a registered charity and company limited by guarantee, the Crossrail Art Foundation, has been set up to implement the Programme. The City Corporation is represented on the Art Foundation's Board by your Chairman, Mark Boleat, Jeremy Mayhew and Sir Michael Snyder who are also all members of the company. Crossrail Ltd also has the right to nominate three directors/trustees to the Board (who are also members of the company). Michael Cassidy is Chairman of the Art Foundation Board in his capacity as a non-executive director at Crossrail Ltd. The City confirmed its funding commitment to the Art Foundation by letter dated 22 June 2015.
- 3. The Charity aims to bring together creativity from internationally renowned artists, with reputable contemporary London-based art galleries, corporate funders and world-class architects, designers and engineers, to deliver one of the leading public art programmes of a generation.

Current Position

- 4. To date, private sponsors have been identified for six out of the seven stations and the City Corporation has committed £2.89 million to match fund the equivalent binding financial commitments from private sponsors. There is currently £610,000 remaining of the City's match-funding allocation of up to £3.5 million. While the City Corporation contributes funding to the costs of the Programme at each station (or ticket hall as the case may be) together with the private sponsor, this is not always in equal proportions as the City Corporation's match-funding of a sponsor's contribution may be allocated across more than one station's (or ticket hall's) expenditure to allow flexibility in managing the Art Programme's overall budget.
- 5. At Farringdon Station, British artist Simon Periton will shortly be recommended to the Charity for selection for an artwork at the Western Ticket Hall, located just beyond the City of London boundary in the London Borough of Islington.

Originally, it was thought that the opportunities for an artwork at the eastern entrance to the Station were limited due to its relatively small size. The Eastern Ticket Hall is however located within the heart of the new cultural hub area, on a key east-west axis between Farringdon and Moorgate. It is anticipated that it will become a key gateway for those arriving at the cultural institutions within the City of London and will be particularly close to the proposed new developments at Smithfield Market and on London Wall. Work is also on-going to explore how the look and feel of this core cultural hub area can be improved and made more welcoming, distinctive and vibrant, with public art expected to form a key part of this. Having no artwork in the Eastern Ticket Hall would therefore represent something of a missed opportunity. The artist was therefore also asked to submit a proposal for an artwork at Farringdon's Eastern Ticket Hall.

- 6. It is intended that the artwork at the Eastern Ticket Hall would be printed on the high level glazing around the Station entrance. This is a high profile location which would be visible 24 hours a day from both inside and outside of the Station. It has been confirmed by the station contractor that this could be achieved at a relatively low cost by maximising the use of materials and installation works within their existing contract. A summary of Simon Periton's proposal for the Eastern Ticket Hall and two concept images giving a visual impression of the proposed artwork, its transparency through to the Barbican inspired station ceiling and its scale, can be viewed at Appendix A. It should be noted that the specific design has not yet been approved but is likely to be based on the one shown in the appendix Members are not being asked to approve the design, this responsibility falls to the Trustees of the Art Foundation.
- 7. The trade-off for delivering such a high profile artwork at relatively low cost is that the final artwork design would need to be delivered to the station contractor no later than November 2016. In order to meet this deadline, funding needs to be secured in the next few weeks.
- 8. The funding for the honoraria paid to the artist at Farringdon Station has been donated to the Crossrail Art Foundation by the Barbican Centre Trust and their £10,000 donation was matched by the City of London Corporation from the existing £3.5 million allocation. The Art Foundation has secured a private sponsor for the artwork at the Western Ticket Hall but has now exhausted all options for further private sponsorship at the Eastern Ticket Hall. Given the tight timeframe required to take advantage of the existing station works contract and the natural interest the City has in securing a permanent artwork from a world renowned British artist within the cultural hub, it is recommended that the City vary the terms of its original match-funding commitment of up to £3.5 million to allow the City Corporation to fund the artwork at Farringdon East and without a binding commitment for an equivalent financial contribution from a private sponsor towards the Art Programme i.e. there will be no requirement that the sum will be matched. Crossrail Ltd has given it's in principle support to the proposal as has the Art Foundation.

Proposal

- 9. It is proposed that the City of London Corporation vary the basis of its commitment of up to £3.5m to the Programme to allow the City to fund the artwork at Farringdon Station's Eastern Ticket Hall from its existing commitment without requiring that sum to be matched by another sponsor, and noting that any underspend at the Western Ticket Hall would also be directed to the costs at the Eastern Ticket Hall and the City's contribution for these purposes would be reduced accordingly.
- 10. Further development work, including technical and budgetary reviews, will be undertaken by Crossrail Ltd during September and October 2016 with a view to finalise and submit the final budget for the fabrication and installation of the artworks to the Art Foundation for its approval in October 2016. At this stage it will also be clear whether there is likely to be any underspend from the Western Ticket Hall artwork which could be used at the Eastern Ticket Hall. The final sum required from the City in order to deliver a second artwork at the Elizabeth line station at Farringdon will be defined at that stage, but it is not anticipated to exceed £200,000. A further recommendation is therefore that the final decision on the exact figure the City agrees to put towards the artwork on the revised terms noted above be delegated to the Town Clerk in consultation with two Deputy Chairman (given the Chairman's interest as a Trustee of the Art Foundation).

Financial Implications

- 11. The exact cost of the artwork is unknown at the time of writing, however it is estimated that the cost of the Eastern Ticket Hall artwork would be no more than £200,000. This is significantly less than artworks at other stations across the Elizabeth Line and represents excellent value for both the Art Foundation and the City of London Corporation.
- 12. This amount would be funded from the City's existing £3.5 million funding allocation to the Art Programme agreed in December 2013, and would not require the commitment of additional resources. It would leave £410,000 remaining of the City's original match-funding commitment for the development and installation of an artwork at Whitechapel Station, noting that a sponsor for that station is still to be identified and that the City's contribution at that station would be limited to the balance of the City's commitment remaining (estimated to be £410,000) in the event a sponsor contributes a greater sum.

Conclusion

12. The City of London Corporation has been given the opportunity to become the principal, if not sole, sponsor of a unique artwork, created by world renowned artist, Simon Periton, in the Eastern Ticket Hall of Farringdon Station. This art forms one part of the much larger Culture Line across the seven central London Elizabeth Line stations, and the Farringdon East Station entrance sits astride a key east-west route within the new cultural hub being developed in the City of London. It has not been possible for the Art Foundation to identify a private sponsor for the Eastern Ticket Hall and without the City's intervention artwork is unlikely to be installed. In order to provide funding for the artwork at Farringdon Eastern Ticket Hall, approval is required to vary the basis of the City's existing

funding commitment which is on a match-funding basis. This will require the letter setting out the associated terms which have been agreed with Crossrail Ltd to be varied and the Art Foundation also formally advised of the variation. Your approval would enable the City to become the principal sponsor of an artwork utilising the existing funding commitment to the Art Programme at no additional cost. It is therefore recommended that Members approve the recommendations set out in this report.

Appendices

Appendix A - Simon Periton Summary of artwork proposal and concept images

Background Papers

- 1. Crossrail Report to the Policy and Resources Committee, 12 December 2013.
- 2. Crossrail Art Foundation Report of the Policy and Resources Committee to the Court of Common Council, 24 July 2014.

Matthew Pitt

Town Clerk's Department T: 020 7332 1425 E: matthew.pitt@cityoflondon.gov.uk This page is intentionally left blank

Crossrail. Farringdon.

East Ticket Hall

The concepts behind these developed responses for the East Ticket Hall glazed screen aim to highlight Farringdon as an exciting new cultural hub for London.

My inspiration stems from the historic local iron-workers and particularly the elaborate Victorian metalwork of Smithfield Market. My intention is that whilst these proposed designs reference this classical tradition, they should also give a sense of the ambition and vision associated with the future development of the area and its links to the Barbican.

The artwork should also compliment and yet, contrast with that of the western ticket hall. The designs for the WTH derived from the mineral structure of a jewel and placed more emphasis on the local history of the site whereas, the artwork for the ETH should be more organic and look to the future whilst still retaining some of the site's cultural heritage.

Similarly to the design for the WTH, the artwork for the ETH is developed from an earlier cut paper piece of mine, *Doily for Christopher Dresser*, 1996. This was itself developed from a drawing by Dresser, an influential nineteenth century Designer and Theorist, *Force and Energy*, c1870 (around the same time as the market was built).

The abstracted design is a controlled vision of nature, something organic and yet manmade. It's intricate fanning vertebrae and unfurling fronds radiate outwards, suggesting something more lyrical whilst still looking futuristic.

Whilst the design might be striking and dynamic, I feel the application should be subtler and more muted compared with the WTH. The design could be digitally printed onto the glass or inter-layer to replicate an etched glass look. I think this would integrate the artwork within the architecture of the space, allowing the coffered ceiling of the ticket hall to be viewed from the exterior whilst retaining much of the natural light into the interior space. The designs all make use of the corners to enhance the full wrap around effect and as with much of my work, play with mirroring and repeated forms, both horizontally and vertically.

The attached pdf shows four different variations of the south elevation all derived from elements of the same artwork. These are then shown with their respective side elevations. Finally, I have shown three different mocked up images of the designs as viewed from the street.

Simon Periton

August 2016





Page 66

This page is intentionally left blank

Agenda Item 8

Committee(s):	Date(s):
Policy and Resources Committee	8 September 2016
Subject:	Public
Revenue Outturn 2015/16	
Report of:	For Information
The Town Clerk, the Chamberlain, the Remembrancer	
Report Author: Ray Green, Chamberlain's Department	

Summary

This report compares the revenue outturn for the services overseen by your Committee in 2015/16 with the final budget for the year. Overall, total net expenditure during the year was $\pounds 17.17m$, whereas the budget was $\pounds 18.4m$ representing a better than budget position of $\pounds 1.23m$, as summarised in the table below.

	Final Budget £000	Revenue Outturn £000	Variations Worse/ (Better) £000
By Division of Service			
Security and Contingency Planning	802	710	(92)
Public Relations	2,440	2,480	40
Economic Development	4,612	4,388	(224)
Grants and Contingencies	4,545	3,904	(641)
Remembrancer	6,001	5,691	(310)
Division of Service Totals	18,400	17,173	(1,227)

The most significant reduced requirements were the Policy Initiatives Fund (£269,000), Committee Contingency (£303,000) corporate hospitality (£202,000) and Economic Development pending the outcome of the review (£224,000).

Your Committee has already agreed to carry forward the unspent balances on the Policy Initiatives Fund and Committee Contingency of £269,000 and £303,000 respectively. In addition, the Town Clerk and the Remembrancer have put forward proposals to carry forward £275,000 and £25,000 respectively. These proposals have been agreed by the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub Committee and have been added to budgets for 2016/17.

Recommendations

It is recommended that this revenue outturn report for 2015/16 and the budgets carried forward to 2016/17 are noted.

Main Report

Budget Position for 2015/16

1. The 2015/16 original budget for the services overseen by your Committee was £16.387m as endorsed by the Court of Common Council in March 2015. This has subsequently been increased to a final budget of £18.4m. An analysis of the increase of £2.013m is provided in Appendix 1.

Revenue Outturn for 2015/16

- The 2015/16 actual net expenditure for the services being reported to your Committee totalled £17.17m, a decrease of £1.23m compared to the budget of £18.4m. A comparison with the final budget for the year is set out in Appendix 2.
- 3. The most significant variations were:
- 4. Reduced net expenditure on Grants and Contingencies £641,000 (Town Clerk's risk) primarily due to:-
 - unspent central risk provisions of £269,000 and £303,000 within the Policy Initiatives Fund and Committee Contingency respectively which your Committee, on 17 March 2016, agreed to carry forward; and
 - lower expenditure on the London Drug Policy Forum of £71,000 due to the early achievement of the planned Service Based Review savings and delivering the service in a different manner as agreed by your Committee on 30 April 2015.
- 5. Reduced net expenditure by the Remembrancer's Department of £310,000 largely in respect of:-
 - lower expenditure on corporate hospitality for 'State Visits/Guests of Government' of £202,000 principally due to only one state banquet (The President of China) taking place during the year; and
 - a decreased charge of £65,000 for accommodation to reflect the lower outturn costs of the Guildhall Complex.
- 6. Reduced net expenditure on Economic Development activities of £224,000 mainly due to:-
 - a formal review taking place on specific Economic Development activities resulting in a number of posts being held vacant and reduced expenditure on a number of operational budgets.
- 7. Reduced net expenditure on Security and Contingency Planning activities of £92,000 mainly as a result of:-
 - the contingency of £50,000 for security issues not being required, this saving has been retained centrally; and

lower than anticipated expenditure on consultants of £38,000. This was originally intended for the Corporate Security Strategy, which was delayed. Additional funding has been provided in 2016/17, as agreed by your Committee on 21 January 2016.

Budgets Carried Forward to 2016/17

- 8. Chief Officers can request underspendings of up to 10% or £500,000 whichever is the lesser, to be carried forward, so long as the underspendings are not clearly fortuitous and the resources are required for a planned purpose. Such requests are considered by the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub Committee.
- 9. Overspendings are carried forward and recovered through reductions in 2016/17 budgets.
- 10. The Town Clerk and the Remembrancer proposed to carry forward £275,000 and £25,000 of their respective underspends. Details of the use of the carry forwards are set out in Appendix 3.
- 11. These proposals have been agreed by the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub Committee and the 2016/17 budgets increased accordingly.
- 12. In addition, as agreed at your Committee on 17 March 2016, provision of £42,000 for a grant to the Reserve Forces and Cadets Association has been carried forward from corporate underspends and added to the budget for 2016/17.

Contact Officers:

Ray Green - Chamberlain's Department mailto:ray.green2@cityoflondon.gov.uk

Paul Debuse - Town Clerk's Department mailto:paul.debuse@cityoflondon.gov.uk

Margaret Pooley - Remembrancer's Department mailto:margaret.pooley@cityoflondon.gov.uk

	£000
Original Local Risk Budget (Town Clerk)	6,757
Local risk carry forward from Town Clerk's underspend in 2014/15	85
Overseas Economic Development activity	270
Net other movements including contribution pay adjustment	24
Final Local Risk Budget (Town Clerk)	7,136
Original Local Risk Budget (Remembrancer)	1,034
Local risk carry forward from Remembrancer's underspend in 2014/15	8
Contribution pay adjustment	11
Final Local Risk Budget (Remembrancer)	1,053
Original Central Risk Budget (Town Clerk)	2,374
Central Risk carry forward from Policy Initiatives Fund 2014/15	193
Central Risk carry forward from Committee Contingency 2014/15	181
Central Risk carry forward from Crossrail Art Strategy core funding 2014/15	190
Increase to the Policy Initiatives Fund	300
Service Based Review redundancy costs	47
Allocations from Policy Initiatives Fund to other Committees/areas	(39)
Crossrail Arts Foundation – City's matched funding agreed December 2013	985
Final Central Risk Budget (Town Clerk)	4,231
Original Central Risk Budget (Remembrancer)	1,363
Capital charges adjustment	(7)
Final Central Risk Budget (Remembrancer)	1,356
Original Support Services and Capital Charges Budget	4,859
Net movements	(235)
Final Support Services and Capital Charges Budget	4,624
Total Original Budget	16,387
Total increase	2,013
Total Final Budget	18,400

Comparison of 2015/16	Revenue Out	turn with Fir	nal Budget	
	Original Budget	Final Budget	Revenue Outturn	Variations Worse/ (Better)
	£000	£000	£000	£000
By Chief Officer				
Local Risk				
The Town Clerk	6,757	7,136	6,873	(263)
The Remembrancer	1,034	1,053	1,028	(25)
The City Surveyor	0	0	(4)	(4)
Total Local Risk	7,791	8,189	7,897	(292)
Central Risk				
The Town Clerk	2,374	4,231	3,582	(649)
The Remembrancer	1,363	1,356	1,177	(179)
Total Central Risk	3,737	5,587	4,759	(828)
Support Services & Capital Charges	4,859	4,624	4,517	(107)
Committee Totals	16,387	18,400	17,173	(1,227)
By Division of Service				
Security and Contingency Planning	779	802	710	(92)
Public Relations	2,311	2,440	2,480	40
Economic Development	4,295	4,612	4,388	(224)
Grants and Contingencies	2,736	4,545	3,904	(641)
Remembrancer	6,266	6,001	5,691	(310)
Division of Service Totals	16,387	18,400	17,173	(1,227)

Figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure

APPENDIX 3

Carry forwards	£000
By Chief Officer	
The Town Clerk	
Strengthening support to, and promotion of, the City - initial budget to help facilitate the implementation of the recommendations of the Fraser Review.	141
The current Customer Record Management (CRM) system will cease to be supported after July 2016. To ensure operational efficiency and avoid reputational damage, an effective system is required. £23,000 was set aside in the EDO & PR budget for this project in 2015/16 but it was unable to proceed before year-end. The project to identify and implement a new Events and Contacts Management System (ECMS) for use by multiple stakeholders across City Corporation has been approved by the Customer Services Steering Group. The implementation costs and licence fees are divided between the 4 principal users, Mansion House, Remembrancer's, EDO and Town Clerk's. Following a tender process and as agreed at a recent Project Board meeting, the contract has been awarded to Cvent with project costs due to fall in 2016/17.	23
Consideration has been continuing on the most effective role for the City Corporation in advancing the UK's Social Investment (SI) agenda, given the current state of the SI marketplace. It is proposed to use £52k to fund a 'Green Finance' conference, which will be the centre-piece of delivery for the coming year. Without this funding, the effectiveness of the initiative will be seriously compromised.	52
Funding to cover an on-going Home Office requirement to investigate a serious incident within the City.	16
Additional resource to ensure training is delivered to meet the City Corporation's PREVENT obligations. This is a new Government priority. However, only £10k of funding has been provided. As this is a major Corporate Risk, the budget for providing this training needs to be reviewed. As there is no specific resource aside from the Government grant, this carry forward will bridge the gap in the interim.	43
Total Town Clerk	275
	210
The Remembrancer	
Cost of appointing a trainee under the City Business Trainee Scheme.	8
To fund the Remembrancer's Office contribution to the new Events and Contacts Management System (ECMS) for use across the City Corpration. See details under 'Town Clerk' above.	17
Total Remembrancer	25

Committee: Policy and Resources	Date: 8 September 2016
Subject: Policy Initiatives Fund/Committee Contingency	Public
Report of: Chamberlain	For Information
Report Author: Ray Green	

Summary

- 1. The purpose of the Policy Initiatives Fund (PIF) is to allow the Committee to respond swiftly and effectively with funding for projects and initiatives identified during the year which support the City Corporation's overall aims and objectives.
- 2. The Committee contingency is used to fund unforeseen items of expenditure when no specific provision exists within Committee budgets such as hosting one-off events.
- 3. In identifying which items would sit within the PIF the following principles were applied:
 - Items that relate to a specific initiative i.e. research;
 - Sponsorship/funding for bodies which have initiatives that support the City's overall objectives; and
 - Membership of high profile national think tanks
- 4. The attached schedules list the projects and activities which have received funding for 2016/17. Whilst the schedule shows expenditure to be incurred in this financial year, some projects have been given multi-year financial support (please see the "Notes" column). It should be noted that the items referred to have been the subject of previous reports approved by this Committee.
- 5. The balances that are currently available in the Policy Initiatives Fund and the Committee contingency for 2016/17 are £447,400 and £202,200 respectively.

Recommendations

6. It is recommended that the contents of the schedules are noted.

Contact: Ray Green 020 7332 1332 ray.green2@cityoflondon.gov.uk

POLICY AND RESOURCES COMMITTEE - POLICY INITIATIVES FUND 2016/17

AI	LOCATIONS	S FROM PIF					STATUS OF BALANCE
C	<u>OMMITTEE</u>		RESP		<u>ACTUAL</u> <u>PAID</u>	BALANCE	
	DATE	DESCRIPTION	OFFICER	ALLOCATION	TO 24/08/16	TO BE SPENT	<u>NOTES</u>
					<u>t</u>	£	
		Events					
	21/11/13	London Councils' London Summit - the City is to host the annual conference for 3 years	DOC	16,100	14,950	1,150	3 year funding: £16,100 final payment in 2016/17
	23/06/15	Institute for Government - Programme on "Government and Regulation": City of London to sponsor a series of public seminars and private roundtables to be held in partnership with the Institute	DPR	25,000	25,000	0	Originally allocated from 2015/16; deferred to 2016/17
	18/02/16	Labour Party's "New Economics" lecture series and events: Sponsorship of a lecture by Yanis Varoufakis and an event with the former Shadow Chancellor Chris Leslie MP	DED	12,000	0	12,000	Originally allocated from 2015/16; deferred to 2016/17
	17/03/16	Centre for Policy Studies Margaret Thatcher Lecture 2016 - the City Corporation to support this Lecture with George Osborne MP	DED	22,500	20,854	1,646	
	19/05/16	Think Tank Membership 2016/17: Renewal of COL's membership to Chatham House (£13,750) & New Local Government Network (£12,000)	DED	25,800	25,750	50	
77	16/06/16	Sponsorship of Events with the Centre for European Reform: COL partnering with the Centre for European Reform (CER) in hosting 2 high-level conferences a) 2016 Ditchley Park Conference & b) a post-EU referendum Conference	DED	30,000	0	30,000	
	07/07/16	Party Conferences Funding - the City Corporation to hold private roundtables and dinners at the 2016 party conferences of the Liberal Democrats, Labour and Conservatives. The roundtables will focus on skills and employability	DED	17,500	0	17,500	
	07/07/16	Sponsorship of Battle of Ideas Festival - the City Corporation to sponsor the festival, organised by The Institute of Ideas, taking place on 22-23 October 2016 in the Barbican	DED	16,000	0	16,000	
		Promoting the City					
	02/05/13	TheCityUK: CoL's additional funding	DED	75,000	50,000	25,000	3 year funding: £75,000 final payment in 2016/17
	20/02/14	Sponsor the "New FinTech UK" Initiative - Creation of a new body to promote and support the 'FinTech' (financial technology) sector - Innovate Finance	DED	250,000	62,500	187,500	3 year funding: £250,000 final payment in 2016/17. Possible additional funding of up to £350,000 agreed under urgency

_		
7	1	
1		
	=	

ALLOCATION	<u>S FROM PIF</u>					STATUS OF BALANCE
				<u>ACTUAL</u>		
COMMITTEE		RESP		PAID	BALANCE	
DATE	DESCRIPTION	OFFICER	ALLOCATION	TO 24/08/16	TO BE SPENT	NOTES
			$\underline{\mathbf{f}}$	$\underline{\mathbf{f}}$	£	
26/03/15	City of London Advertising - continuation of placing advertisements in CityAM	DOC	45,000	12,500	32,500	2 year funding: £45,000 final payment in 2016/17
	to promote services provided by COL					

i	ALLOCATIONS	FROM PIF					STATUS OF BALANCE
	COMMITTEE DATE	DESCRIPTION	<u>RESP</u> <u>OFFICER</u>	ALLOCATION f.	<u>ACTUAL</u> <u>PAID</u> TO 24/08/16 f.	BALANCE TO BE SPENT f.	NOTES
	24/09/15	Additional Events and Topical Issues Programme: continuation of the extended contact programmes to ensure that the City of London Corporation remains fully engaged with key audiences and strategic issues, both in the UK and abroad	DED / DPR	<u>≃</u> 39,600	<u>=</u> 14,716		Originally allocated from 2015/16; deferred to 2016/17
	14/04/16	Wilton Park's 2016 British-German Forum: The City of London to sponsor this annual event which facilitates both increased shared understanding and the building of strong relationships between influential young Britons and Germans	DED	15,000	15,000	0	
	19/05/16	USA Engagement Programme - Sponsorship of British American Business (BAB): CoL to sponsor/partner a flagship transatlantic conference on the theme of "Future Cities: Smart, Sustainable, Social".	DED	15,000	13,291	1,709	
		Communities					
Page	20/02/14	Access Europe - City Corporation to become one of four core supporters of a European Funding hub to improve access to EU funding for London's public and voluntary organisations	DED	50,000	25,000	25,000	3 year funding: £50,000 final payment in 2016/17
e 77	20/02/14	TeenTech City 2014 - 2017 - support for annual events aiming to change perceptions of STEM careers in the UK	DED	10,000	0	10,000	3 year funding: £10,000 final payment in 2016/17
	20/03/14	STEM and Policy Education Programme - funding of the Hampstead Heath Ponds Project	DOS	54,900	15,216		The Director of Open Spaces has reviewed the phasing as follows: £37,500 in 2016/17 & £23,850 in 2017/18 and £17,400 has been deferred from 2015/16 to 2016/17
	11/12/14	Sponsorship of Tech London Advocates (TLA): further sponsorship to support the delivery of 2 major bi-annual summit events and the development and promotion of TLA's series of themed, advocate-led workstreams	DED	50,000	25,000		4 year funding: £50,000 in 2016/17 & £37,500 in 2017/18
	26/03/15	New Entrepreneurs Foundation (NEF): further sponsorship of NEF, a not-for- profit organisation focussing on equipping young entrepreneurs to run scalable businesses	DED	20,000	20,000	0	3 year funding: £20,000 in 2016/17 & 2017/18
	28/05/15	Support for a Study to Strengthen the City's Role in working with London's Communities: City of London to undertake a study on the challenges facing unemployed young Londoners	DED	2,700	1,504		Originally allocated from 2015/16; deferred to 2016/17

0	1
0	1:
),000	
2,500	3'
),840	6
0	40
,621	60

(i) The Committee date records the actual approval meeting; in some instances approval is given for multi-year support for a project but the financial details in this table only show the expenditure due in the current year (2016/17). It should be noted that actual payments sometimes are made towards the end of a financial year.

<u>KEY T</u>	<u>O RESPONSIBLE OFFICER:-</u>			
MBC	Managing Director Barbican Centre	DOC	Director of Communications	CGO
DED	Director of Economic Development	DOS	Director of Open Spaces	DBE
TC	Town Clerk	CS	City Surveyor	DCCS

Page 78

STATUS OF BALANCE

A <u>NCE</u> SPENT £	<u>NOTES</u>
15,000	Originally allocated from 2015/16; deferred to 2016/17
0	2 year funding - £50,000 final payment in 2016/17
37.500	5 year funding - £50k per year until 2018/19
	4 year funding - £124,500 in 2016/17 & £31,300 in 2017/18
40,000	3 year funding - £40k per year until 2017/18
06,979	

Chief Grants Officer Director of the Built Environment Director of Community & Childrens Services

ALLOCATIONS FROM PIF					
				ACTUAL	
COMMITTEE		RESP		PAID	BALAN
DATE	DESCRIPTION	OFFICER	ALLOCATION	TO 24/08/16	TO BE SP
			£	$\underline{\mathbf{f}}$	£
		•		CA	AROLINE

STATUS OF BALANCE

ANCE SPENT

<u>NOTES</u>

NE AL-BEYERTY - FINANCIAL SERVICES DIRECTOR

Page 80

POLICY AND RESOURCES COMMITTEE - POLICY INITIATIVES FUND

	2016/2017 <u>£</u>
POLICY INITIATIVES FUND	
- Balance remaining prior to this meeting	447,400
Less possible maximum allocations from this meeting	
	_
	0
Balance	447,400

Caroline Al-Beyerty Financial Services Director

ALLOCATIONS FROM CONTINGENCY						STATUS OF BALANCE
COMMITTEE DATE	DESCRIPTION	<u>RESP</u> OFFICER	ALLOCATION <u>£</u>	<u>ACTUAL</u> <u>PAID</u> TO 24/08/16 <u>£</u>	<u>BALANCE</u> TO BE SPENT <u>£</u>	<u>NOTES</u>
23/01/14	Career fairs - City of London Corporation to host up to three events per year to enhance employability of young people in neighbouring communities	DED	77,200	7,800	69,400	3 year funding: £77,200 deferred from 2015/16. Final payment in 2016/17
	800th Anniversary of the Magna Carta - additional financial support for a number of additional activities as the 2015 anniversary approaches	DPR	1,500	0	1,500	2 year funding: £1,500 deferred from 2015/16. Final payment in 2016/17
08/05/14	City of London Scholarship - Anglo-Irish Literature: CoL to award a yearly scholorship to a single student to continue their studies in the field on Anglo-Irish Literature	TC	25,000	0	25,000	3 year funding - £25k per year until 2017/18.
	Encourage City Developers to buy from local and SMEs: to boost local economies within deprived London boroughs and to support small business growth	DED	25,000	8,167	16,833	3 year funding - £25k per year until 2017/18.
	Supporting the Commonwealth (CWEIC): to engage with the Commonwealth further by becoming a partner of the Commonwealth Enterprise and Investment Council	TC	57,100	13,550	43,550	Originally allocated from 2015/16; £57,100 deferred to 2016/17
21/01/16	Voter Registration: various registration activities during 2016 to assist with increasing the level of voter registeration in the City	TC	90,000	9,235	80,765	

POLICY AND RESOURCES COMMITTEE - CONTINGENCY 2016/17

ALLOCATIONS	FROM CONTINGENCY					STATUS OF BALANCE
				<u>ACTUAL</u>		
COMMITTEE	DECOMPTON	RESP	ALLOCATION	PAID	BALANCE	NOTES
DATE	DESCRIPTION	<u>OFFICER</u>	ALLOCATION £	TO 24/08/16 £	TO BE SPENT £	<u>NOTES</u>
	Lord Mayor's Show Fireworks: City of London Corporation to hold a public fireworks display following the LM's Show. Funding to cover all aspects of the planned display including the fireworks display itself, and all the traffic management, public safety and crowd and related events management issues.	DOC	125,000	(125,000	
			400,800	38,752	362,048	
	BALANCE REMAINING		202,200	,	,	
	TOTAL APPROVED BUDGET		603.000			
	ANALYSIS OF TOTAL APPROVED BUDGET		005,000			
	ORIGINAL PROVISION		300,000			
	APPROVED BROUGHT FORWARD FROM 2015/16		303,000			
	TOTAL APPROVED BUDGET		603,000			
			003,000			
υ						
The Committee date records the actual approval meeting; in some instances approval is given for multi-year support for a project but the financial details in this table only show the expenditure due in the current year (2016/17). It should be noted that actual payments sometimes are made towards the end of a financial year.						
	PONSIBLE OFFICER:-					
		DOC	Director of Com		CGO	Chief Grants Officer
	1	CPO	City Planning Of	ficer	DBE	Director of the Built Environment
-		CS	City Surveyor		DCCS	Director of Community & Childrens Services
	Director of Open Spaces				DMCP	Director of Markets & Consumer Protection
DCHL	Director of Culture, Heritage and Libraries					
					CAROLINE	AL-BEYERTY - FINANCIAL SERVICES DIRECTOR

POLICY AND RESOURCES COMMITTEE - CONTINGENCY

		2016/2017 <u>£</u>
CONTINGENCY - Balance remaining prior to this meeting		202,200
Less possible maximum allocations from this meeting		
-	0	0
Balance		202,200

Caroline Al-Beyerty Financial Services Director

Committee: Policy and Resources	Date: 8 September 2016
Subject: Decisions taken under delegated authority or urgency powers	Public
Report of: Town Clerk	For Information
Report Author: Angela Roach, Principal Committee and Members Services Manager	

<u>Summary</u>

This report advises Members of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a) and 41(b).

Recommendation

To note the action taken since the last meeting of the Committee

<u>Main Report</u>

1. The following was taken under delegated authority in accordance with Standing Order No. 41(b):-

Amendments to Standing Order Nos. 29 and 63.

Earlier this year, following a recommendation from this Committee, the Court agreed to the creation of a new Committee to be responsible for implementing the disciplinary and dismissal procedure for the Town Clerk, Chamberlain or Comptroller and City Solicitor. The new Committee is entitled the Statutory Officer Review Panel. At the time of consideration this Committee noted that Standing Orders would need to be amended to reflect the procedure and the Committee agreed to delegate approval of the amendments to the Town Clerk, in consultation with the Chairman and Deputy Chairman.

Approval was therefore given, under delegated authority, to the following amendments to Standing Orders subject to the approval of the Court of Common Council:-

<u>Standing Order 29:</u> the inclusion of the Statutory Officer Review Panel to the list of Committees where a Member is eligible to become Chairman alongside the Chairmanship of another Grand Committee.

<u>Standing Order 63</u>: being amended so that it was clear, more user-friendly and provided details about the disciplinary procedure to be followed rather than a straight lift from the Local Authorities (Standing Orders) (England) Amendments) Regulations 2015 as it did currently. The full text of the revisions to this standing order is available on request.

Contact: Angela Roach, Principal Committee and Members Services Manager T: 020 7332 3685 E: angel.roach@cityoflondon.gov.uk

Agenda Item 14a

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

Agenda Item 14b

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

Agenda Item 14c

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

Agenda Item 14d

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

Agenda Item 14e

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

Agenda Item 15

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

Agenda Item 16

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

Agenda Item 17

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