



Policy and Resources Committee

Date: THURSDAY, 15 NOVEMBER 2018

Time: 1.45 pm

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

Members:

Deputy Catherine McGuinness (Chairman)	Jeremy Mayhew
Simon Duckworth (Deputy Chairman)	Andrew McMurtrie
Christopher Hayward (Vice-Chair)	Deputy Alastair Moss (Ex-Officio Member)
Deputy Tom Sleigh (Vice-Chair)	Deputy Joyce Nash
Randall Anderson (Ex-Officio Member)	Graham Packham (Ex-Officio Member)
Douglas Barrow	Alderman William Russell
Sir Mark Boleat	Alderman Baroness Scotland (Ex-Officio Member)
Deputy Keith Bottomley	John Scott (Chief Commoner) (Ex-Officio Member)
Alderman Charles Bowman (Ex-Officio Member)	Deputy Dr Giles Shilson
Tijs Broeke	Jeremy Simons (Ex-Officio Member)
Henry Colthurst	Sir Michael Snyder
Lord Mayor-	Deputy John Tomlinson
Elect Alderman Peter Estlin	Mark Wheatley
Marianne Fredericks	Deputy Philip Woodhouse
Deputy Jamie Ingham Clark	Alderman Sir David Wootton
Deputy Edward Lord	
Alderman Ian Luder	

Enquiries: Gregory Moore
tel. no.: 020 7332 1399
gregory.moore@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

John Barradell
Town Clerk and Chief Executive

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 4 October 2018.

For Decision
(Pages 1 - 10)

- b) To note the draft public minutes of the Resource Allocation Sub-Committee meeting held on 4 October 2018.

For Information
(Pages 11 - 14)

- c) To note the public minutes of the Projects Sub-Committee meeting held on 10 October 2018.

For Information
(Pages 15 - 20)

- d) To note the draft public minutes of the Public Relations and Economic Development Sub-Committee meeting held on 9 October 2018 and consider one recommendation therein.

For Decision
(Pages 21 - 28)

- e) To note the draft public minutes of the Courts Sub-Committee meeting held on 15 October 2018.

For Information
(Pages 29 - 32)

4. **RESOLUTION FROM THE STANDARDS COMMITTEE**

To receive a resolution from the Standards Committee.

For Information
(Pages 33 - 34)

5. **REVIEW OF THE CITY OF LONDON POLICE AUTHORITY - RESOURCING & GOVERNANCE ARRANGEMENTS**

Report of the Town Clerk.

For Decision
(Pages 35 - 46)

6. **LAND TRANSACTIONS - FORMER RICHARD CLOUDESLEY SCHOOL SITE**
Report of the Town Clerk.
For Decision
(Pages 47 - 52)
7. **PROJECT MANAGEMENT REVIEW**
Report of the Town Clerk.
For Decision
(Pages 53 - 58)
8. **MODERN SLAVERY STATEMENT**
Report of the Chamberlain.
For Decision
(Pages 59 - 62)
9. **BREXIT CONTINGENCY FUND**
Report of the Chamberlain.
For Decision
(Pages 63 - 70)
10. **EDUCATION, SKILLS AND CULTURAL AND CREATIVE LEARNING STRATEGY**
Report of the Director of Community and Children's Services.
For Decision
(Pages 71 - 74)
11. **EMISSIONS REDUCTION PROPOSAL**
Joint report of the Remembrancer and the Director of Markets & Consumer Protection.
For Decision
(Pages 75 - 82)
12. **PROPOSED APPROACH TO CARBON OFFSETTING**
Report of the Director of the Built Environment.
For Decision
(Pages 83 - 90)
13. **COMMUNITY INFRASTRUCTURE LEVY: NEIGHBOURHOOD PORTION
PROPOSED GOVERNANCE ARRANGEMENTS**
Report of the Director of the Built Environment.
For Decision
(Pages 91 - 98)
14. **TRANSPORT FOR LONDON FUNDING: LIP ANNUAL SPENDING SUBMISSION**
Report of the Director of the Built Environment.
For Decision
(Pages 99 - 104)

15. **SWAN LANE & TRIG LANE ESSENTIAL REPAIRS TO FLOOD DEFENCE WALL**
Report of the City Surveyor.
For Decision
(Pages 105 - 110)
16. **CITY OF LONDON POLICE MUSEUM: GOVERNANCE ARRANGEMENTS**
Joint report of the Assistant Town Clerk & Culture Mile Director and the Commissioner of the City of London Police.
For Decision
(Pages 111 - 116)
17. **POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY**
Report of the Chamberlain.
For Information
(Pages 117 - 130)
18. **AUDIOVISUAL PARTICIPATION IN MEETINGS**
Joint report of the Town Clerk, Remembrancer and the Comptroller & City Solicitor (TO FOLLOW).
For Decision
19. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
20. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
21. **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

22. **NON-PUBLIC MINUTES**
To consider non-public minutes of meetings as follows:-
- a) To agree the non-public minutes of the meeting held on 4 October 2018.
For Decision
(Pages 131 - 136)
- b) To note the draft non-public minutes of the Resource Allocation Sub-Committee meeting held on 4 October 2018.
For Information
(Pages 137 - 140)
- c) To note the draft non-public minutes of the Public Relations and Economic Development Sub-Committee meeting held on 9 October 2018.
For Information
(Pages 141 - 142)

- d) To note the non-public minutes of the Projects Sub-Committee meeting held on 10 October 2018.

For Information
(Pages 143 - 148)

- e) To note the draft non-public minutes of the Courts Sub-Committee meeting held on 15 October 2018.

For Information
(Pages 149 - 154)

23. **CITY PURCHASE OF NEW ARTWORK**

Report of the Assistant Town Clerk & Culture Mile Director.

For Decision
(Pages 155 - 162)

24. **LORD CRAVEN'S CHARITY**

Report of the Town Clerk.

For Decision
(Pages 163 - 168)

25. **PROGRESS REPORT: FORMER RICHARD CLOUDESLEY SCHOOL SITE**

Report of the Director of Community & Children's Services.

For Decision
(Pages 169 - 174)

26. **MARKETS CONSOLIDATION PROGRAMME: PROGRESS REPORT**

Joint report of the City Surveyor and the Director of Markets & Consumer Protection.

For Decision
(Pages 175 - 184)

27. **CENTRAL CRIMINAL COURT PLANT REPLACEMENT: PHASE 4**

Report of the City Surveyor.

For Decision
(Pages 185 - 188)

28. **ST LAWRENCE JEWRY: ISSUES REPORT**

Report of the City Surveyor.

For Decision
(Pages 189 - 196)

29. **GUILDHALL SECURITY VISION**

Report of the City Surveyor.

For Information
(Pages 197 - 200)

30. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

Report of the Town Clerk.

For Information
(Pages 201 - 202)

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

Part 3 - Confidential Agenda

- 33. **MINUTES**
To note the draft confidential minutes of the Resource Allocation Sub-Committee meeting held on 4 October 2018.

For Information

POLICY AND RESOURCES COMMITTEE **Thursday, 4 October 2018**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 4 October 2018 at 1.45 pm

Present

Members:

Deputy Catherine McGuinness (Chairman)
Simon Duckworth (Deputy Chairman)
Deputy Tom Sleight (Vice-Chair)
Randall Anderson (Ex-Officio Member)
Douglas Barrow
Sir Mark Boleat
Deputy Keith Bottomley
Tijs Broeke
Lord Mayor-Elect Alderman Peter Estlin
Marianne Fredericks
Deputy Jamie Ingham Clark
Deputy Edward Lord
Alderman Ian Luder
Jeremy Mayhew
Andrew McMurtrie
Deputy Alastair Moss (Ex-Officio Member)
Graham Packham (Ex-Officio Member)
Alderman William Russell
John Scott (Chief Commoner) (Ex-Officio Member)
Deputy Dr Giles Shilson
Jeremy Simons (Ex-Officio Member)
Sir Michael Snyder
Deputy John Tomlinson
Mark Wheatley
Deputy Philip Woodhouse
Alderman Sir David Wootton

In attendance:

Alderman Alison Gowman

Officers:

John Barradell	- Town Clerk and Chief Executive
Peter Lisley	- Assistant Town Clerk & Culture Mile Director
Angela Roach	- Assistant Town Clerk & Director of Member Services
Peter Kane	- The Chamberlain
Michael Cogher	- Comptroller and City Solicitor
Paul Double	- City Remembrancer
Paul Wilkinson	- City Surveyor
Carolyn Dwyer	- Director of Built Environment
Vic Annells	- Executive Director, Mansion House & Central Criminal Court

Sir Nicholas Kenyon	- Managing Director, Barbican Centre
Damian Nussbaum	- Director of Economic Development
Bob Roberts	- Director of Communications
Caroline Al-Beyerty	- Deputy Chamberlain
Chris Bell	- Commercial Director, Chamberlain's Department
Nicholas Gill	- Director of Investment Property, City Surveyor's Department
Peter Young	- Director of Corporate Property, City Surveyor's Department
Giles French	- Assistant Director, Economic Development Office
Nigel Lefton	- Assistant Director, Remembrancer's Office
Eugenie de Naurois	- Head of Corporate Affairs, Town Clerk's Office
Greg Moore	- Town Clerk's Department

1. **APOLOGIES**

Apologies were received from the Rt. Hon. The Lord Mayor Alderman Charles Bowman, Henry Colthurst, Christopher Hayward, and Deputy Joyce Nash.

2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

Deputy Catherine McGuinness declared a non-pecuniary item in respect of a recommendation to be considered at Item 17d, concerning accommodation arrangements at Guildhall for the Policy Chairman.

3. **MINUTES**

- (a) The public minutes of the meeting of the Policy and Resources Committee held on 6 September 2018 were approved, subject to an addition under item 11 ("Social Mobility Strategy") to incorporate an additional reference in relation to exploring social mobility into the City in relation to employment. It was also asked that the minutes reflect a request to make looking at actions the City Corporation could take in the first instance as the highest priority item.

Matters Arising

Virtual Access to Meetings: It was advised that this report would now be coming to the November meeting.

Congestion Charge Timing: It was asked that an update be sought in respect of altering the timings of traffic restrictions at Bank Junction to correspond with congestion charge timings.

Members' Email Policy: A Member queried the application and interpretation of the decision made at the previous meeting regarding the sending of outlook invites to private email addresses. It was confirmed that it would be acceptable to send emails concerning meeting or event scheduling to private email addresses, provided no sensitive or detailed information was included.

- (b) The draft public minutes of the meeting of the Project Sub-Committee held on 12 September 2018 were noted.

- (c) The draft public minutes of the Public Relations and Economic Development Sub-Committee held on 3 September were noted.
- (d) The draft public minutes of the Members Privileges Sub-Committee meeting held on 3 September were noted.

Matters Arising

Chief Commoner: A Member, also the Deputy Chairman of the Livery Committee, advised that he would ask that Committee to consider how it might assist in raising the profile or awareness of the Chief Commoner's role amongst the Livery.

4. APPOINTMENTS TO COMMITTEES

The Committee considered the appointment of one representative to the Social Investment Board and one representative to the Education Board.

RESOLVED – That:-

- 1. Deputy Henry Pollard be appointed as the Committee's representative on the Social Investment Board; and
- 2. Tijs Broeke be appointed as the Committee's representative on the Education Board.

5. REGULATION OF INVESTIGATORY POWERS ACT 2000 UPDATE

The Committee considered a report of the Comptroller and City Solicitor updating on requests received under the Regulation of Investigatory Powers Act (RIPA) 2000 and seeking delegated authority to make such changes to Policy and Procedure as required to comply with current law and guidance.

RESOLVED: That authority be granted to the Comptroller and City Solicitor to make such changes to the RIPA Policy and Procedure as he considers necessary to comply with current law and guidance.

6. LIVING WAGE ACCREDITATION - POTENTIAL ENHANCEMENTS

The Committee considered a report of the Chamberlain proposing enhancements to the City Corporation's London Living Wage Policy to build on its existing strong commitment.

Several Members spoke in support of the various proposals to enhance the City Corporation's commitment to the Living Wage and urged that the organisation continue to lead by example in this area, particularly given the campaign proposed at item 7. The Committee therefore agreed to implement the Living Wage for all City Corporation staff, including back-dating of payments, observing that there was a moral imperative to comply with the full spirit of the Living Wage agreement.

The question of implementation with regard to contracted supplier staff was discussed, with Members noting that there might be particular complexities in some cases whereby certain contractors refused to apply the increase with immediate effect. It was agreed that all contractors should be approached and

asked to apply the increase and, in the event that any refused, the uplift should be factored in to new contracts once existing agreements expired.

RESOLVED: That Members:-

1. Agree to enhance the commitment to the Living Wage through the mandating of payment of the Living Wage to all contracted supplier staff delivering two hours or more work for the City Corporation.
2. Agree to commence discussions with the Living Wage Foundation on the Corporation being an early adopter of their 'in-development' enhanced accreditation standard.
3. Approve a change to our existing policy and mandate the back dating of the payments of Living Wage to affected staff to the date of the announcement each year from Financial year 2019/2020 onwards:
 - i. For our own staff and apprentices with £150k additional costs per annum.
 - ii. For both our own staff and suppliers' staff with £400k additional costs per annum.
4. Agree to uplift immediately payments effective the first month after the annual announcement.
5. Agree that an annual paper be submitted on the impact, progress and outcomes achieved by this enhanced policy.

7. **LONDON LIVING WAGE CAMPAIGN**

The Committee considered a report of the Director of Economic Development proposing the City Corporation run a campaign in 2018/19 to encourage financial and professional services businesses in the Square Mile to pay the London Living Wage at £10.20 per hour.

A Member queried why the campaign was to be focused solely on financial and professional services companies and not the wider range of City businesses. Replying, the Director of Economic Development advised that, as this was the first time such a campaign had been attempted by the City Corporation, it had been deemed prudent to focus in the first instance on working with those sectors with whom the Corporation already enjoyed a close pre-existing relationship. In addition, given the high wages often paid by such businesses to some employees, it was felt that the campaign would have more weight and impact in this area. Should this initial campaign prove successful, a decision could be taken to expand the campaign more widely.

RESOLVED: That approval be given to:-

1. Commencement of a business-facing London Living Wage campaign in 2018/19 with the aim of demonstrating the commercial and societal benefits of paying the London Living Wage.
2. Part-funding of £15,000 for the London Living Wage Campaign to be met from the Committee's Policy and Initiatives Fund for 2018/19 categorised as 'Communities' and charged to City's Cash.

8. **MEMBER TRAVEL RELATING TO INTERNATIONAL EXPORT AND INVESTMENT PROGRAMME**

The Committee considered a report of the Director of Economic Development proposing a framework relating to international visits of both the Lord Mayor and Policy Chairman when promoting the UK-based financial and professional services sector.

It was suggested that criterion 4b should be amended to refer to financial and / or professional services firms. Members discussed the specific reference to financial and professional services more widely, noting that the City Corporation sought to promote the broader sector and many Members worked for fintech or other relevant firms. After discussion, it was agreed that the criteria set out in the report should be amended to refer to those who worked in businesses relevant to the visit in question, rather than seeking to be too specific.

RESOLVED: That the proposed framework be approved.

9. **EXPORTS AND INVESTMENT REGIONAL STRATEGY: INTERIM UPDATE**

The Committee received a report of the Director of Economic Development updating on engagement with the three regional centres of Edinburgh, Belfast and Manchester to support export and investment in financial and professional services.

RESOLVED: That the report be received and its contents noted.

10. **2018/19 MAYORAL PROGRAMME**

The Committee received a report of the Director of Communications outlining the proposed theme of the 2018/19 Lord Mayoralty of the City of London, 'Shaping Tomorrow's City Today'.

On behalf of the Committee, the Chairman congratulated Alderman Peter Estlin on his election as Lord Mayor.

RESOLVED: That the proposed 2018/19 Mayoral them be noted.

11. **POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY**

The Committee received a report of the Chamberlain updating on projects and activities that had received Policy Initiatives Funding for 2018/19.

The Chairman advised that a report concerning the issue of multi-year requests for PIF funding was currently being prepared and would be submitted to a forthcoming meeting.

RESOLVED: That the report be received and its contents noted.

12. **EX-OFFICIO MEMBERSHIP**

The Committee considered a report of the Town Clerk outlining the current membership of the Committee and seeking views on the Committee's composition moving forward.

Members discussed the implications of any change, with a range of views expressed as to the Committee's current composition and effectiveness.

The addition of the City Bridge Trust Chairman as an ex-officio Member was particularly debated, with some Members arguing that the increasing strategic role and profile of the Trust's work provided a sound rationale for the change. However, a number of Members expressed concern that any such change could potentially risk clouding the separation that existed between the role of the City Bridge Trust and Bridge House Estates and the rest of the City Corporation's activities.

Ultimately, Members were minded that it would not be desirable to make any changes to the Committee at this point in time, including the potential addition of the Chairman of The City Bridge Trust Committee as an ex-officio Member. Two Members, Tijs Broeke and Deputy Edward Lord, asked that their dissent be recorded in relation to the decision not to extend ex-officio Membership to the Chairman of The City Bridge Trust Committee.

RESOLVED: That no change be made to the current composition of the Policy and Resources Committee.

13. LONDON BUSINESS RATES POOL - STRATEGIC INVESTMENT POT

The Committee considered a report of the Chamberlain seeking approval to eight recommended bids to the Strategic Investment Pot (SIP).

RESOLVED: That:-

1. The recommendations as set out in the SIP Consultation Report at Appendix 1 to the report be approved.
2. SIP funding be allocated according to the outcomes of the consultation with London Boroughs and the GLA at a total of £46.83m.

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

There were three questions:

Occupational Health Support

It was asked if thought could be given to the provision of occupational health support for Members, for instance in relation to physical and mental support, including the availability of therapy for stress, depression and so on. Whilst it was noted that Members were not employees, they were a vital part of the Corporation's workforce and, for several the City Corporation was the primary or sole professional organisation in which they were based; thus, they were unlikely to have access to any such services elsewhere.

The Chief Commoner advised that he had asked this matter to be placed on the agenda for the next meeting of the Members' Privileges Sub-Committee, so that it might be given appropriate consideration.

In response to a further query, it was confirmed that 'flu inoculations were not routinely offered to either staff or Members. It was suggested that the Establishment and Health & Wellbeing Board might wish to consider the advisability of introducing such an offer.

Security Cameras on City Bridges

A Member reminded the Committee of a previous decision in respect of the placement of particular cameras on City Bridges which would provide a valuable tool in respect of suicide prevention, allowing earlier identification of and response to incidents. It was suggested that the cameras' installation had been delayed as a consequence of them being brought into a larger project postponed the installation of security cameras across the City, which had encountered delays. The Member asked that this matter be looked into and an update on the position provided.

Immigration

In the wake of the Prime Minister's recent announcement concerning immigration post-Brexit, a Member asked if a report could be produced outlining the implications for the City and updating on the Corporation's engagement with Government on the issue of immigration.

The Chairman and the Director of Communications both spoke to outline the significant engagement that had taken place to date and the work currently ongoing, reminding Members of the "three Ts" messaging that had been employed in recent years and the work underway with EY to produce a research report setting out the needs of City businesses in this area.

15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

16. EXCLUSION OF THE PUBLIC

RESOLVED: That under Section 100(4) 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 1 of Schedule 12A of the Local Government Act.

Item No.
17a-23

Paragraph No.
3

17. NON-PUBLIC MINUTES

- (a) The non-public minutes of the Policy and Resources Committee meeting held on 6 September were approved.
- (b) The draft non-public minutes of the Projects Sub-Committee meeting held on 12 September were noted.
- (c) The draft minutes of the Hospitality Working Party meeting held on 11 September 2018 were noted.

- (d) The draft non-public minutes of the Members Privileges Sub-Committee meeting held on 3 September 2018 were noted and a recommendation relating to Members' Accommodation was agreed.
18. **MARKETS CONSOLIDATION PROGRAMME - BILLINGSGATE MARKET SITE - PROPOSED MEMORANDUM OF UNDERSTANDING WITH LONDON BOROUGH OF TOWER HAMLETS**
The Committee considered and approved a report of the City Surveyor relating to the Markets Consolidation Programme.
19. **CITY SURVEYOR'S LOCAL RISK BUDGET - ADDITIONAL RESOURCES REQUEST**
The Committee considered and approved a report of the City Surveyor relating to a proposed uplift to his department's local risk budget.
20. **SERVICE BASED REVIEW UPDATE REPORT**
The Committee received a report of the Chamberlain providing an update in respect of the monitoring of Service Based Review savings.
21. **MUSEUM OF LONDON RELOCATION**
The Committee considered and approved a report of the Town Clerk providing an update in relation to the Museum of London Relocation.
22. **BEECH STREET TRANSFORMATION PROJECT**
The Committee considered and approved a report of the Managing Director, Barbican Centre, relating to the Beech Street Transformation Project.
23. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**
The Committee received a report of the Town Clerk setting out one action taken under delegated authority, relative to the Markets Consolidation Programme.
24. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
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.**
There was one urgent item, concerning the transfer of responsibilities relating to various projects to the Capital Buildings Committee.
26. **MARKET FORCES SUPPLEMENTS**
The Committee considered a report of the City Surveyor relating to Market Forces Supplements.

The meeting ended at 2.48 pm

Chairman

Contact Officer: Gregory Moore
tel. no.: 020 7332 1399
gregory.moore@cityoflondon.gov.uk

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RESOURCE ALLOCATION SUB (POLICY AND RESOURCES) COMMITTEE

Thursday, 4 October 2018

Minutes of the meeting of the Resource Allocation Sub (Policy and Resources) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 4 October 2018 at 12.00 pm

Present

Members:

Deputy Catherine McGuinness (Chairman)
Jeremy Mayhew (Deputy Chairman)
Deputy Keith Bottomley
Deputy Jamie Ingham Clark
Simon Duckworth
Alderman Peter Estlin
Marianne Fredericks
Deputy Edward Lord
Deputy Dr Giles Shilson
Sir Michael Snyder
Deputy John Tomlinson
Alderman Sir David Wootton

In attendance:

John Scott (Chief Commoner)

Officers:

John Barradell	- Town Clerk and Chief Executive
Peter Lisley	- Assistant Town Clerk & Culture Mile Director
Angela Roach	- Assistant Town Clerk & Director of Member Services
Peter Kane	- Chamberlain
Caroline Al-Beyerty	- Deputy Chamberlain
Geoff Parnell	- Chamberlain's Department
Paul Wilkinson	- City Surveyor
Nicholas Gill	- Director of Investment Property, City Surveyor's Department
Andrew Crafter	- City Surveyor's Department
Alison Bunn	- City Surveyor's Department
Carolyn Dwyer	- Director of the Built Environment
Ian Hughes	- Assistant Director, Department of the Built Environment
Colin Buttery	- Director of Open Spaces
Gerry Kiefer	- Open Spaces Department
Damian Nussbaum	- Director of Economic Development
Bob Roberts	- Director of Communications
Greg Moore	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Sir Mark Boleat, Henry Colthurst, Christopher Hayward, and Deputy Joyce Nash.

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

There were none.

3. **MINUTES**

The public minutes and summary of the meeting held on 5 July 2018 were approved.

4. **PRIORITIES INVESTMENT POT (PIP) - BIDS FOR CONSIDERATION**

The Sub-Committee considered a joint report of the Town Clerk and Chamberlain setting out recommended bids to the Priorities Investment Pot.

RESOLVED: That approval be given to the following bids:

1. City Surveyor's – Supporting Openreach's (Wireless Contract) roll out of Fibre – £36,050
2. Economic Development and Community and Children Services – Digital Skills Strategy and Officer - £65,000
3. Open Spaces – Facilitating 'Biodiversity net gain' in and around Burnham Beeches – £86,500
4. Open Spaces – Project Officer – 'Developing a Parking Strategy' for Epping Forest - Income Generation – £109,300
5. Community and Children Services – Barbican Library Exhibition Equipment – £50,230
6. Community and Children Services – Mental Health Centre - Expanded Bid – £161,000
7. Town Clerk's - Improving the Response to Anti-Social Behaviour – £108,000

5. **FEASIBILITY STUDY TO EXPAND CITIGEN ENERGY NETWORK**

The Sub-Committee considered a report of the City Surveyor seeking funding for a feasibility study relative to the expansion of the Citigen energy network within the area close to Smithfield.

RESOLVED: That a contribution of up to £16,500 (16.5% of the total cost, estimated at £100,000) be approved to be allocated from the Community Infrastructure Levy towards the cost of a Citigen feasibility study.

6. **CONGESTION MITIGATION: PARKING, TRAFFIC & CYCLING ENFORCEMENT RESOURCES**

The Sub-Committee considered a report of the Director of the Built Environment seeking approval in relation to additional parking enforcement resources to allow for a continued focus on congestion issues.

RESOLVED: That approval be given to:-

1. Continued funding of £203k pa from the On-Street Parking Account (OSPA) for additional Civil Enforcement Officers to focus on parking-

related congestion across the City for the remainder of Indigo's contract (February 2021).

2. Funding of £54k pa from the OSPA to enhance the parking enforcement service through additional Indigo evening resources (also until February 2021).
3. Funding of £165k pa from the OSPA for three City Corporation Traffic & Congestion Officers for an initial two-year period.

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

There were no questions.

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

There were no urgent items.

9. **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 on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

<u>Item No.</u>	<u>Paragraph No.</u>
10 - 11	3
12	4
15	2 & 4
16	3
17	1,2,3

10. **NON-PUBLIC MINUTES**

The non-public minutes of the Sub-Committee meeting held on 5 July 2018 were approved.

11. **ADDITIONAL RESOURCES REQUEST - CITY SURVEYOR'S LOCAL RISK BUDGET**

The Sub-Committee considered and approved a report of the City Surveyor requesting an increase the City Surveyor's local risk budget.

12. **OPEN SPACES LEARNING PROGRAMME LONG TERM FUNDING**

The Sub-Committee considered a report of the Director of Opens Spaces relative to the long-term funding of the Open Spaces Learning Programme.

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

There were no questions.

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

There were no urgent items.

15. PROPOSED EXPANSION OF GLOBAL COMPETITIVENESS WORKSTREAMS

The Sub-Committee considered and approved a report of the Director of Economic Development relating to proposed expansion of global competitiveness workstreams.

16. TERMINATION OF EXECUTIVE SEARCH CONTRACT

The Sub-Committee received a report of the Director of Economic Development relative to the termination of an executive search contract.

17. MARKET FORCES SUPPLEMENTS

The Sub-Committee considered and approved a report of the City Surveyor in relation to the award of Market Forces Supplements.

The meeting ended at 1.00 pm

Chairman

Contact Officer: Gregory Moore
tel. no.: 020 7332 1399
gregory.moore@cityoflondon.gov.uk

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 10 October 2018

**Minutes of the meeting of the Projects Sub (Policy and Resources) Committee
held at the Guildhall EC2 at 11.00 am**

Present

Members:

Deputy Keith Bottomley (Chairman)	Anne Fairweather
Deputy Jamie Ingham Clark (Deputy Chairman)	Christopher Hayward
Randall Anderson	Andrew McMurtrie
Nicholas Bensted-Smith	James Tumbridge

Officers:

Peter Lisley	- Assistant Town Clerk & Culture Mile Director
Alistair MacLellan	- Town Clerk's Department
Rohit Paul	- Town Clerk's Department
Sarah Baker	- Town Clerk's Department
Caroline Al-Beyerty	- Deputy Chamberlain
Adrian Moody	- Chamberlain's Department
Ola Obadara	- City Surveyor's Department
Iain Simmons	- Department of the Built Environment
Zahur Khan	- Department of the Built Environment
Leah Coburn	- Department of the Built Environment
Paul Murtagh	- Community & Children's Services Department
Gerald Mehrtens	- Community & Children's Services Department
Zoe Dhami	- Community & Children's Services Department
Mohamed Hussein	- Community & Children's Services Department
Colin BATTERY	- Director of Open Spaces
Patrick Hegarty	- Open Spaces Department
David Drane	- City of London Police
Martin O'Regan	- City of London Police
Sarah Williams	- City of London Police

1. APOLOGIES

Apologies were received from Marianne Fredericks, Deputy Catherine McGuinness and Philip Woodhouse.

The Chairman welcomed the new Transportation and Public Realm Director to his first meeting of the Projects Sub-Committee.

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

Andrew McMurtrie declared a non-pecuniary interest in Item 10 (St Olave's Churchyard, Hart Street, EC3) by virtue of being a churchwarden of St Olave's; and a non-pecuniary interest in Item 17 (Gateway 5 Issue – City of London

Primary Academy Islington) by virtue of being Trustee of the City of London Academies Trust.

Nick Bensted-Smith declared a non-pecuniary interest in Item 17 (Gateway 5 Issue – City of London Primary Academy Islington) by virtue of being a member of City of London Primary Academy Islington's Local Governing Body.

3. **MINUTES**

RESOLVED, that the public minutes and summary of the meeting held on 12 September 2018 be approved.

4. **ACTIONS**

Members considered a report of the Town Clerk regarding actions arising from previous meetings and the following points were made.

Holistic Dashboard of all City of London Projects

The Town Clerk noted that the dashboard had been dealt with in the Members' briefing that had preceded the Sub-Committee meeting that day and therefore this action could be closed.

Delegated Authority – Gateway 1/2/3/4 West Smithfield and Charterhouse Street (Thameslink) Bridges Remedial Works

The Chairman noted that the requested delegated authority had not been exercised and therefore had lapsed.

RESOLVED, that the report be received.

5. **GATEWAY APPROVAL PROCESS**

RESOLVED, that the Gateway Approval process be received.

6. **CORPORATE PROGRAMME OFFICE FORWARD PLAN**

Members considered the Corporate Programme Office Forward Plan and the following points were made.

- The Chairman noted that the updated project procedure would come the Sub-Committee at its November 2018 meeting, before being submitted to Policy and Resources Committee and the Court of Common Council for approval from December 2018.

RESOLVED, that the Corporate Programme Office Forward Plan be received.

7. **GATEWAY 2 - CITY MENTAL HEALTH CENTRE**

Members considered a Gateway 1/2 Project Proposal report of the Director of Community and Children's Services regarding the City Mental Health Centre and the following points were made.

- The Director of Community and Children's Services updated Members, as per paragraph 19 of the report, that she had now received confirmation that the size of the project meant that a competitive tender would be undertaken.

- In response to a comment from a Member, a fellow Member noted that the City of London Corporation had considered various models of mental health provision, including co-location with other services, and had concluded that the hybrid model outlined within this project report was the recommended way forward.

RESOLVED, that Gateway 1/2 Project Proposal for the City Mental Health Centre be approved for progression on the Regular route to Gateway 3/4 (Options Appraisal).

8. GATEWAY 5 - 52-54 LIME STREET S278 HIGHWAY IMPROVEMENTS (PHASE 1) / LEADENHALL STREET PEDESTRIAN CROSSING (PHASE 2)

Members considered a Gateway 5 (Authority to Start Work) report of the Director of the Built Environment regarding 52-54 Lime Street s278 Highway Improvements (Phase 1) and Leadenhall Street Pedestrian Crossing (Phase 2) and the following points were made.

- The Director of the Built Environment noted that Transport for London (TfL) had, since the report was written and circulated, been in touch to confirm required project funds of £458,000, which was less than anticipated and a firm cost.

RESOLVED, that Members

- Approve the use of the underspend and unallocated monies from the Phase 1 & 2 pre-evaluation funds for the purposes of implementing the crossing
- Approve the allocation of a sum of £371,160 from the LCFEIW payment of the Section 106 agreement for 52-54 Lime Street, to the Phase 2 works
- Note that any monies remaining of the LCFEIW payment be allocated towards the provision of local facilities and the environment in accordance with the agreement
- Approve the Phase 2 implementation budget setup, as set out in Table 3 of Appendix 2
- Approve Phase 2 design proposal and grant authority to start work.

9. GATEWAY 7 - SEETHING LANE GARDEN

Members considered a Gateway 7 Outcome report of the Director of Open Spaces regarding Seething Lane Garden and the following points were made.

- The Chairman noted that this project was a good example of successful stakeholder engagement and included a goodwill payment from the developer.
- In response to comments from Members, the Director of Open Spaces agreed that smoking and its resulting detritus was a common issue across the City Gardens that would have to be managed going forward in the case of Seething Lane.

RESOLVED, that the lessons learned be noted and the project be closed.

10. **GATEWAY 7 - ST OLAVE'S CHURCHYARD, HART STREET, EC3**

Members considered a Gateway 7 Outcome report of the Director of Open Spaces regarding St Olave's Churchyard, Hart Street, EC3.

RESOLVED, that the lessons learned be noted and the project closed.

11. **GATEWAY 7 - MAYOR'S VISION FOR CYCLING - QUIETWAYS**

Members considered a Gateway 7 Outcome report of the Director of the Built Environment regarding the Mayor's Vision for Cycling – Quietways and the following points were made.

- The Director of the Built Environment noted the key learning point from the project, namely the lesson that the more preparatory work done in advance of project works, the less likely expensive design changes were at a later stage of a project.

RESOLVED, that the lessons learned be noted and the project closed.

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

Project Managers' Academy

In response to a question from a Member, the Chairman provided an update on the planned Project Management Academy at the City of London Corporation. He noted that the object of the academy was to improve the organisations project management capability, in light of a survey of project managers that had revealed 80% had no formal project management training. The academy would combine self-managed learning, short courses and immersive training, and it was intended to be externally accredited. Members could expect a paper at the Sub-Committee meeting in November 2018, with the academy going live in early 2019.

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

Swan Lane/Trig Pier

The Town Clerk was heard regarding a project concerning Swan Lane/Trig Pier. He noted that the project has been approved to progress on the Regular route but, following early options appraisal work, project costs were now below the £250,000 Regular project threshold and therefore officers wished to secure Member approval for the project to be moved to the Light route, which would move it within the relevant Chief Officer's remit for project approvals going forward.

RESOLVED, that Swan Lane/Trig Pier be moved to the Light project route.

Transfer of Projects to Capital Buildings Committee

The Chairman noted the recent movement of some projects from the remit of the Projects Sub-Committee to the Capital Buildings Committee, namely Smithfield Tunnel Lids, and the City of London Police Decant. In response to a

question from a Member, the Assistant Town Clerk agreed that there was potential for tunnel lids adjacent to Smithfield could likely be consolidated into the Museum of London project.

14. **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.

15. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 12 September 2018 be approved as a correct record.

16. **NON-PUBLIC ACTIONS**

Members considered a report of the Town Clerk regarding non-public actions arising from previous meetings.

17. **GATEWAY 5 ISSUE - CITY OF LONDON PRIMARY ACADEMY ISLINGTON**

Members considered a Gateway 5 Issue report of the City Surveyor regarding City of London Primary Academy Islington (COLPAI) Tender Award.

18. **GATEWAY 5 ISSUE - LORD MAYOR'S STATE COACH**

Members considered a Gateway 5 Issue report of the City Surveyor regarding the Lord Mayor's State Coach.

19. **GATEWAY 6 PROGRESS - ACTION AND KNOW FRAUD**

Members considered a Gateway 6 Progress report of the Commissioner of City of London Police regarding the Action and Know Fraud Centre – Contract Service Budget.

20. **CITY OF LONDON FREEMEN'S SCHOOL - SPORTS HALL ROOF CS413 /18 - REQUEST FOR DELEGATED AUTHORITY**

Members considered a Request for Delegated Authority report of the Headmaster of the City of London Freeman's School and the City Surveyor regarding the Sports Hall Roof.

21. **GATEWAY 1/2 - BARBICAN ESTATE CLEANERS WELFARE FACILITIES**

The Town Clerk noted that this report had been withdrawn.

22. **GATEWAY 2 - HOUSING MANAGEMENT SYSTEM UPGRADE**

Members considered a Gateway 2 Project Proposal report of the Director of Community and Children's Services regarding the Housing Management System Upgrade.

23. **OPEN SPACES DEPARTMENT - RED, AMBER AND GREEN PROJECTS UPDATE**

Members considered a Red, Amber, Green projects update report of the Director of Open Spaces.

24. TOWN CLERK'S DEPARTMENT - RED, AMBER AND GREEN PROJECTS UPDATE

Members considered a Red, Amber, Green projects update report of the Town Clerk.

25. TRANSPORTATION AND PUBLIC REALM - RED, AMBER AND GREEN PROJECTS UPDATE

Members considered a Red, Amber, Green projects update report of the Director of the Built Environment.

26. CITY OF LONDON POLICE PROGRAMME - RED, AMBER AND GREEN PROJECTS UPDATE

Members considered a Red, Amber, Green projects update report of the Commissioner of the City of London Police.

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

Members considered a report of the Town Clerk regarding action taken under delegated authority or urgency procedure since the last meeting.

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

There were no questions.

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

There were no items of urgent business.

The meeting closed at 12.40 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

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

Tuesday, 9 October 2018

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:

Deputy Catherine McGuinness (Chairman)	Deputy Jamie Ingham Clark
Sir Mark Boleat	Deputy Edward Lord
Deputy Keith Bottomley	Jeremy Mayhew
Tijs Broeke	Alderman William Russell
Anne Fairweather	Deputy Tom Sleigh
Sophie Anne Fernandes	Alderman Sir David Wootton

Officers:

Angela Roach	- Assistant Town Clerk
Paul Double	- Remembrancer
Damian Nussbaum	- Director of Economic Development
Giles French	- Assistant Director of Economic Development
Vic Annells	- Executive Director of Mansion House & CCC
Bob Roberts	- Director of Communications
Eugenie de Naurois	- Head of Corporate Affairs
Jan Gokcen	- Corporate Affairs Officer
Bruce Hunt	- Remembrancer's
Simon Latham	- Town Clerk's
Emma Cunningham	- Town Clerk's

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Simon Duckworth (Deputy Chairman), Alderman Peter Estlin, Christopher Hayward and James Tumbridge.

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

There were no declarations of interest.

3. MINUTES

RESOLVED – That the public minutes and summary of the meeting held on 3 September 2018 be approved as a correct record.

Matters arising

- A Member updated the Sub-Committee on his work concerning the learning loss and hunger of children from low socio-economic

backgrounds over the Summer holidays. Members requested that a report of the Town Clerk be brought to the Sub Committee swiftly to assess how the City Corporation could help tackle this issue in its academies.

4. **EDO UPDATE**

The Sub-Committee received a report of the Director of Economic Development providing Members with highlights of the key activity undertaken by the Economic Development Office (EDO) in late August and September 2018.

A Member asked for more information to be included in the infographic, bringing out that the UK's legal framework provides an excellent environment for cyber.

RESOLVED, that:-

- The report be noted.

5. **CORPORATE AFFAIRS REPORT**

The Sub-Committee received a report of the Director of Communications updating Members on key elements of the Corporate Affairs team's activity in support of the City Corporation's external political engagement and corporate communicated within the period of 3 – 25 September 2018.

A Member asked whether an analysis could be made of the invitation lists and attendance of City Corporation's party conference dinners, the Policy & Resources Committee dinner and the Brussels reception to pick up any overlaps. The Sub-Committee heard how all involved officers were aware that the three events mentioned would be taking place very close together this year, for reasons pertaining to the current political context and speakers' availability. Attendance at all three events were higher than in previous years and have received very positive feedback. Whilst there was some duplication across the events at Member and Officer level, the crossover of external stakeholders was kept to a minimum.

The Chairman asked for Members of the Sub-Committee to give feedback on party conference participation and comments were made as follows:

- The Sub-Committee congratulated the Head of Corporate Affairs and her team for successfully organising the party conferences;
- There was a request for an evaluation of the conferences and the value of the City Corporation being represented there;
- That a consolidated approach would be taken to join up reports following each party conference;
- That it was useful to build the relationship between the City Corporation and UK Finance and the joint dinner had been a good way to bring together the City Corporation's various stakeholders;
- That thought should be given for a London focused fringe event in future years;
- That briefings in future years could be more dynamic, for example to be added to, to reflect any announcements by Ministers that are made whilst at conference;

- That briefings for Members include the key points to raise at the fringe events which were highlighted as particularly useful.

The Director of Communications commented that, in his view, the City Corporation's participation in party conferences had worked well and that the level of engagement was higher than hoped both in quantity and quality.

RESOLVED, that:-

- The report be noted.

6. **PARLIAMENTARY TEAM UPDATE**

The Sub-Committee received a report of the Remembrancer updating Members on the main elements of the Parliamentary Team's activity in support of the City Corporation's political and parliamentary engagement.

A discussion ensued concerning whether the City Corporation should take the position that the electoral rights currently held by EU citizens will not change after the UK's withdrawal. Members were supportive of taking this position but some Members questioned the need for the City Corporation to take an official corporate position on it. After some discussion, it was agreed that our position should align with that of the Local Government Association and London Councils.

The Policy Chairman also took the opportunity to remind the Remembrancer that London Councils was interested to learn more about the City's prospective Air Quality Bill.

RESOLVED, that:-

- The report be noted.

7. **MAYORAL THEMES**

The Sub-Committee received a report of the Director of Communications presenting the theme of the 2018/19 Mayoral Programme, 'Shaping Tomorrow's City Today'.

Members were supportive of the paper and noted that it had been received at the Policy and Resources Committee. One Member commented that reducing ATMs in place of digital alternatives was not inclusive but it was confirmed that the theme intended to ensure that digital alternatives were accessible to all.

RESOLVED, that:-

- The report be noted.

8. **SPORT**

The Sub Committee considered a joint report of the Remembrancer and the Director of Communications concerning the current provision of sports engagement made across the City Corporation and a proposal for a coordinating policy resource to maximise utility of existing sports-related activity.

The Policy Chairman commended the fact that the report brought together the City Corporation's already considerable sport-related engagement and underlined that the purpose of the proposed post would be to gather this all together further.

A Member proposed an amendment to the report's recommendation, which was tabled before Members. This was seconded and then Members of the Sub Committee made the following points in favour of the amended recommendations:

- Work had not been progressed quickly enough, considering the Sub Committee had made a resolution in December 2017 on this work;
- The strategic oversight in the report laid out a horizontal view, but not strategic;
- The proposed post should be at a more senior level to provide strategic leadership;
- The report should have included the resolution from the Sub Committee in December 2017;
- A Member reported that the consultant who had been engaged in this work would have the information required at hand and so a report outlining this should be submitted to the next meeting of the Sub Committee;
- There should be a focus on engaging the City Corporation's cultural and educational resources in support of sporting activities in London;
- The City Corporation had given a vast amount of financial support to areas such as culture, and there was backing from a small additional amount to be funded on sport engagement.

Other points were made to add to or amend the proposed amended recommendations:

- It would not be possible for this work to be undertaken by the next meeting and an extension was required;
- The City Corporation has many other priorities at this busy time and needed to balance these with the requested extra emphasis on sport;
- The paper should be aligned with the Corporate Plan, and assessed in line with other proposals to ensure the correct allocation of resource;
- There was a strong wish for the work to be proportionate and strategic;
- The importance of building on existing activity was underlined, especially for underfunded activities that the City Corporation already supported;
- Members also discussed whether it was appropriate for the role to sit within the Corporate Affairs Team rather than, for example, the Culture team under the Assistant Town Clerk.

The Policy Chairman confirmed with officers that a delay in approving the paper would not hinder opportunities of sports engagement in London over the next few months.

MEMBERS RESOLVED:

1. To note the contents of the report and that it had taken ten months to produce;
2. To express their disappointment that the report failed to address the fundamental requirements set by the Sub-Committee at its meeting on 14 December 2017 in that it did not set out proposals implementing Members' decision that *"the Corporation should adopt a pro-active and strategic approach to sport engagement in recognition of the organisational and stakeholder benefits"*;
3. To further note that report did not contain proposals requested by the Sub-Committee in respect of:
 - (a) the Sport Engagement Assessment Matrix,
 - (b) 2018/19 Engagement,
 - (c) Resourcing ... Implications, or
 - (d) Committee Approval Process;
4. To further note that since the publication of the report, HM Government and UK Sport had announced their strategic plans to reinforce the country's status as a world-leading host of major sporting events by releasing a list of potential hosting targets over the next two decades, and that this ambition is also reflected in the Mayor of London's draft strategy on sport, currently out for consultation;
5. To instruct the Town Clerk to:
 - (a) bring forward a report to a meeting of the Sub-Committee by December 2018 setting out a clear and proportionate strategy on Sport Engagement in line with the direction provided by Members ten months ago and aligned to the Corporate Plan, bearing in mind existing sports engagement;
 - (b) include in the report a proposed approach to:
 - i) supporting British (especially London) bids to host major sporting events;
 - ii) supporting the organisers of major sporting events hosted in the United Kingdom through the strategic application of Corporation venues and facilities (including open spaces);
 - iii) supporting mass participation sport and physical activity events together with other activities that encourage more active lifestyles;
 - iv) engaging the Corporation's cultural and education resources in support of sporting activities in the capital, including making suitable opportunities available to pupils and students at the Corporation's schools and academies and building on the Corporation's existing sporting activities;
 - v) involving City residents and workers and Corporation tenants in relevant sport and physical activities connected to our Sport Engagement programme.

- (c) include in the report proposals for appropriate staffing resources to support the Sport Engagement policy in line with the Sub-Committee's wishes;
- (d) make recommendations to the Resource Allocation Sub-Committee for ongoing funding for Sport Engagement staffing and resources in his department's baseline budget for 2019-20 onwards.

6. To recommend to the Policy and Resources Committee that the terms of reference of this Sub-Committee be amended to include specific reference to oversight and governance of Sport Engagement (with power to act).

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

There were no questions.

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

The following item of urgent business were raised –

Attracting Talent

The Sub-Committee received a resolution of the Establishment Committee outlining that Committee's discussion regarding the Attracting Talent Programme, which is part of the HR Transformation Project. The Chairman of the Establishment Committee outlined TMP's findings on the branding of the City Corporation as an employer.

Members were reassured that this work was collaborative with the Director of Communications involved.

11. **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 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

13

Paragraph

4

12. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There was one question.

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

There was one item of urgent business.

The meeting closed at 1.00 pm

Chairman

Contact Officer: Emma Cunnington
emma.cunnington@cityoflondon.gov.uk

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COURTS SUB (POLICY AND RESOURCES) COMMITTEE

Monday, 15 October 2018

Minutes of the meeting of the Courts Sub (Policy and Resources) Committee held at the Guildhall EC2 at 11.30 am

Present

Members:

Alderman Sir David Wootton (Deputy Chairman)	Michael Hudson
Nicholas Bensted-Smith	Alderman & Sheriff Vincent Keaveny
Simon Duckworth (Ex-Officio Member)	Deputy Edward Lord
Alderman Alison Gowman	James de Sausmarez
Sheriff The Hon Elizabeth Green	John Scott (Chief Commoner)
Nicholas Hilliard	

Officers:

George Fraser	- Town Clerk's Department
Richard Chamberlain	- City Surveyor's Department
Jessica Lees	- City Surveyor's Department
Vic Annells	- Executive Director, Mansion House & CCC
Adam Rout	- Head of Operations, Mansion House & CCC

1. APOLOGIES

Apologies were received from Deputy Catherine McGuinness and Alderman Timothy Hailes.

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

Deputy Edward Lord declared a non-pecuniary interest, stating that he served as a JP sitting in the City's Courts and was Deputy Chairman of the Central London Bench. Alderman Sir David Wootton and Alderman Alison Gowman declared that they were JPs sitting in the City's Courts.

3. MINUTES

The Sub-Committee considered the minutes of the last meeting, held on 11 June 2018.

RESOLVED – That the minutes be approved.

4. OUTSTANDING REFERENCES

The Sub-Committee received a report of the Town Clerk that summarised the outstanding actions from previous meetings.

OR1 – Gowns Replacement

The Head of Operations at Mansion House explained that the gowns at both the Central Criminal Court and the Magistrates' Court had been repaired over the course of the summer. He explained that the cost of producing new gowns was between £800 and £1,000.

He explained that whilst it was agreed that Mansion House had responsibility for those at the Central Criminal Court, ownership and responsibility of those at the Magistrates' Court still required clarifying. He suggested that Members come to a decision as to attributing a particular chief officer in this regard. Members agreed that this should be the responsibility of the Remembrancer.

A Member asked if the Aldermanic Gowns would fall under this responsibility also. It was confirmed that these had recently been maintained and cleaned at cost to Mansion House. It was noted that the cost of producing new Aldermanic Gowns was as much as £1,500.

OR2 – Tour of the Mayor's and City of London Court

It was noted that the Tour of the Court scheduled to take place prior to the meeting had been cancelled at the last minutes due to a lighting issue occurring in the building. It was requested that this be rescheduled. (1)

RESOLVED –

- i. That the report be received.
- ii. That the Remembrancer be given responsibility for maintaining the judges' gowns at the Magistrates' Court.
- iii. That a new date for the Tour of the Mayor's and City of London Court be determined.

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

There were no questions.

6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business.

7. 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 items 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.

Item No.
8-12

Paragraph(s) in Schedule 12A
3

The meeting closed at 12.17 pm

Chairman

Contact Officer: George Fraser
tel. no.: 020 7332 1174
george.fraser@cityoflondon.gov.uk

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TO: **POLICY AND RESOURCES COMMITTEE**

15 November 2018

FROM: **STANDARDS COMMITTEE**

5 October 2018

THE POSITION OF GOVERNORS AT CITY CORPORATION SCHOOLS

At its meeting on 5 October, the Standards Committee was disappointed that again it had to refuse a dispensation request from a City Corporation school governor who had become a parent at the relevant school. In considering the two recent similar applications, the Committee noted that as a Common Council appointment, the role of Governor of a City Corporation school was different from that of a governor in other schools and, as a consequence of the schools' constitutions, the Localism Act 2011 was applicable and consequently any governor who was also a parent had a disclosable pecuniary interest and a dispensation could only be granted if it met with the criteria set out under the Act.

It appears to the Standards Committee that it is not possible for a governor of a City Corporation school who is also a parent of a pupil at the school to fulfil the role of governor satisfactorily due to the combined impact of the schools' constitutions and the legislation. The Committee hoped that Policy and Resources Committee would consider this matter and seek a solution to it.

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Committee(s):	Date:
Police Committee – <i>for information</i>	1 November 2018
Finance Committee – <i>for information</i>	13 November 2018
Policy & Resources Committee – <i>for decision</i>	15 November 2018
Establishment Committee – <i>for decision</i>	3 December 2018
Court of Common Council – <i>for decision</i>	6 December 2018
Subject: Review of the City of London Police Authority – Resourcing & Governance Arrangements	Public
Report of: Town Clerk & Chief Executive	For Decision
Report author: Caroline Al-Beyerty, Deputy Chamberlain, and Alex Orme, Policy Manager (Police Authority)	

Summary

The report outlines proposals to enhance the Police Authority function within the City of London Corporation (City Corporation) in line with its responsibilities as the Police Authority for the City of London Police Force (City Police). The current Police Authority structure is based on a historic resourcing model and does not mirror the evolving staffing structures in the Police and Crime Commissioner Offices (OPCC) and although outside the PCC arrangements, the City Corporation has undertaken to mirror other Local Policing Bodies governance arrangements in its oversight of the City Police.

Staffing arrangements in PCC offices have been researched (Appendix 1) and it is now recommended that there is a need for the Police Authority to adjust the current staffing model. Many of the PCC Offices now have professional support built into their core team whereas the Corporation's Police Authority continues to have a small core team that has access to the Corporations' professional services who, while providing these functions, tend to do so on an ad hoc basis. There is therefore a need to formalise these support arrangements, it is suggested through developing service level agreements.

There is a specific need to enhance the Police Authority finance function provided by the Chamberlain's Department to resource the Authority's strategic finance responsibilities, including development of the Medium-Term Financial Plan and to strengthen the oversight and scrutiny of the Force's financial performance. It is also proposed that the Corporation increase the number of staff within the Police Authority core team to meet the new appeals process and current Independent Custody Visitor (ICV) requirements.

The report, therefore, seeks approval of funding for three FTE posts at a total cost of up to £250,000. These additional posts, coupled with the development of service level agreements, will allow the Police Authority to strengthen its governance arrangements in areas identified for enhancement including strategic leadership, community engagement and performance management.

Finally, further work needs to be undertaken to establish the full cost of providing the Police Authority function for comparative benchmarking and Value for Money purposes.

Recommendation(s)

Members are asked to:

For Policy & Resources and Establishment Committee:

- Approve the creation of two FTE finance posts, including a Grade I post, at a cost of up to 195,000 and one FTE Town Clerk's post at a cost of up to £55,000 to strengthen the capacity and capability of the Police Authority;

For Court of Common Council:

- Approve a base budget uplift to the Police Authority within City Fund of up to £250,000 with effect from 2019/20 to be considered as part of the annual budget setting and medium-term financial planning process; and the creation of a Grade I post in the Chamberlain's Department.

For all Committees:

- Note the intention to introduce service level agreements between the Police Authority and the Corporation's professional support services; and
- Note the improvement to the governance arrangements that will enhance the Police Authority's oversight and scrutiny function including greater strategic leadership and community engagement and better performance management arrangements.
- Note the intention to establish the full cost of the Police Authority function for benchmarking and Value for Money purposes.
- Note, if approved, posts will be recruited to and will be a cost pressure on the Chamberlain's and Town Clerk's 2018/19 budgets. If required, a funding request may be made to Finance Committee for contingency funding late in the financial year.

Introduction

1. The City of London Corporation's Police Authority plays a vital role in the governance of policing within the Square Mile, overseeing spending of £132 million in 2018/19. The Police Authority is expected to ensure that City of London Police delivers efficient and effective policing for the public. The 1996 Police Act, legislation set out the roles and responsibilities of Police Authorities. The City of London acts as one of the 'checks and balances' in a two-part system of shared responsibilities with the City of London's Police Commissioner.
2. The proposals in this report seek to minimise duplication of expenditure on City Police functions, whilst achieving consistency with the statutory obligations imposed on both the City Corporation and City Police to discharge separate responsibilities in their respective capacities as Police Authority and police force.

Indeed, there are significant opportunities for greater collaboration between the respective finance teams of the City Corporation and the City Police whilst achieving consistency with the need to respect and ensure the operational autonomy of the Commissioner. These proposals are, therefore, likely to be complemented in due course by a reorganisation of the City Police finance team in light of reviews commissioned by the City Police Commissioner.

3. The City Corporation is anomalous in retaining a Police Authority in the form of the Court of Common Council, acting through the Police Committee and other relevant Committees to which the Common Council has delegated its general functions of superintendence. This anomaly is sustained by a standing agreement between the City Corporation and the Home Secretary, first negotiated prior to the passage of the Police and Magistrates' Courts Act 1994, that the Common Council would undertake to mirror national governance arrangements in its oversight of the City Police.
4. Further to guidance from Home Office and CIPFA, the role of the City Corporation's police authority finance team is primarily about the challenge, assurance, scrutiny and strategic overview of City Police budgets. Within this framework, the team would focus, on behalf of the police authority, on scrutinising financial information, budget planning and accounting processes, intervening and supporting colleagues in the City Police where appropriate to ensure compliance with City Corporation best practice, as well as the expectations of our external auditors.
5. The legislation envisages that the Police Authority and Police Force would have two separate Chief Finance Officers (CFOs). In order to achieve efficiencies, some PCCs and Forces have decided to appoint the same individual to carry out both roles, albeit with processes in place to avoid conflicts of interest for postholders; it is important to note that, further to the guidance, such arrangements can only be put in place with the consent of the Chief Constable (i.e. the Commissioner).
6. While it is important to note that the enhanced police authority finance function is not responsible for the day-to-day management of Police budgets, which lies within the purview of the Commissioner, it will be necessary for the respective finance teams to work very closely together, underpinned by a culture of mutual collaboration and mutual openness. Nowhere will this be more important than in setting the medium-term financial plan for the City Police, for which the police authority is responsible.
7. Finally, it is important to note the other Committees that have a role in the governance of the Police Authority on behalf of the Court of Common Council. These are the Establishment Committee which is responsible for personnel (staffing) and establishment matters for civilian staff and the Finance Committee which ensures that the City of London Corporation achieves value for money in all its activities and provides careful stewardship of the City Corporation's funds and the Audit & Risk Committee.

Main Report

Resourcing the Police Authority – current capacity and capability

8. The Police Authority's roles and responsibilities changed significantly with the introduction of Police and Crime Commissioners in October 2012 (Police Reform and Social Responsibility Act 2011). At that time, the Corporation increased the staffing complement slightly to reflect the new legislation but did not undertake a comprehensive capacity and capability review to take into account:
 - a) the significant changes in role and responsibilities; and
 - b) the Corporation's need to mirror the arrangements in other Policing areas as a result of an undertaking given first given prior to the passage of the Police and Magistrates' Act 1994.
9. The resourcing (staffing) levels remain significantly lower than those in the newly created Offices of Police and Crime Commissioners (the OPCCs) across the country. An analysis of staff numbers (see Appendix 1) shows a significant difference in the number of core staff employed. Our Police Authority FTE posts are 2.15 FTE (consisting of the Policy Manager (Police Authority), Policy Officer and 0.15 FTE for an ICV Scheme Manager (Compliance)) compared to an average of 14.4 FTE posts (for the nine smallest of the 43 OPCC's). The average OPCC budget is £1.12 million compared to £200k for the Police Authority core team.
10. The increase in size in the PCC offices is largely due to a growth in their communications and engagement, commissioning and administrative support functions. Our Police Authority does have access to the City of London Corporation's professional support services to provide many of these functions. However, this is on an ad-hoc basis even though the Police Authority should be using a similar amount of professional support as many of the OPCCs. The table in Appendix 2 sets out who within the Corporation provides the standard OPCC functions for the Police Authority.
11. Through our service commissioner role, we have been able to meet some of the shortfall in capacity by using the Corporation's professional support services. However, given the complexity of the City Corporation's obligations it is now proposed to strengthen these arrangements through a combination of dedicated extra staffing and the introduction of service level agreements with our professional support services. This will enhance the oversight and scrutiny of the Force by the Police Authority.
12. Whilst, the research was able to establish the direct costs of the core team it was unable to determine the full cost of running the Police Authority function because it was difficult to identify the cost and time commitment from the service providers across the wider Corporation. Hence, there is no comparative financial analysis provided in this report. Therefore, the Police Authority needs to work with the Chamberlain's to establish the full cost of providing the Police Authority function for comparative benchmarking and VFM purposes.

Core team capacity

13. As the Police Authority is part of the City of London Corporation, it has the benefit of being able to access the Corporation's professional support services (Finance, HR, Communications, legal, etc.). This means that the core team can remain small and use these services instead of having these posts built into the core team (like other OPCCs). However, there is a requirement to enhance capacity within the core team to meet the new complaints reviews arrangements (which is a statutory function transferring to PCCs and Authorities early in 2019), assist the ICV Manager and to help support the growing day-to-day demands of running a Police Authority. The proposed requirement is one FTE post (Grade D), identified in white in the organogram in appendix 3.

Service support – professional advice, guidance and support for the Police Authority and Police Committee

14. The Corporation's professional support services provide advice, guidance and support for the Police Authority and Police Committee, but this tends to be on an ad hoc basis. There is therefore a need to formalise these arrangements through a service level agreement approach that ensures that there is a written agreement between the professional support service and the Police Authority. The agreement will provide service standards, expectations and will state the minimum level of service required to meet the business needs.

Police Authority Finance – Oversight & Scrutiny

15. There is a need to further enhance the Police Authority finance function to enable the Authority to lead more effectively on the Police Medium Term Financial Plan, to strengthen the Police Authority's ability to challenge and scrutinise City Police Budgets, enable greater assurance and provide Member's with a clear strategic overview. Therefore, to increase the capacity of the Police Authority to enhance the financial oversight & scrutiny of the Force, it is proposed that two FTE posts (1x Grade I; 1 x Grade G) in the Chamberlain's Department are required - identified in white in the organogram in appendix 3.

Review of the current governance arrangements

16. Alongside a look at resourcing, the Town Clerk's Department also undertook a review of the Police Authority's current governance arrangements and identified potential areas for improvement (using the HMIC Police Authority Inspection Methodology 2010 – effectiveness measures) and has identified the following areas where improvements could be made:
- Police Committee taking a greater strategic lead in shaping the policing plan;
 - The Corporation developing arrangements for capturing community concerns and needs, and using this to inform police priority setting; and
 - Improving the information provided to Police Authority/Police Committee to enable it to scrutinise police performance effectively

Financial Implications

17. The total cost of the proposed new staff would be up to £250,000. This includes on-costs of 32% calculated at the top of the pay scale and a Market Forces Supplement for the Grade I finance position.
18. It is proposed that this sum be included in the 2019/20 budget as part of the annual medium-term financial planning process, funded from City Fund.
19. If approved, the posts will be recruited to immediately and Members are asked to note that this will be a cost pressure on both the Chamberlain's and the Town Clerk's 2018/19 budgets. If required, a funding request may be made to Finance Committee for contingency funding late in the financial year.

Conclusion

20. The current Police Authority staffing model is based on a historic resourcing model and to ensure the City Corporation discharges its duties as a Police Authority there is a need to strengthen the capacity and capability of the Police Authority to mirror other PCC Offices and to reflect the changes in the policing world. The current governance arrangements - when measured against HMIC Police Authority effectiveness measures – require strengthening to ensure the Police Authority can continue to robustly and effectively support and challenge the Force.

Appendices

- Appendix 1 – Cost Comparison of OPCCs
- Appendix 2 – Standard OPCC Functions/Corporation Officers
- Appendix 3 – Proposed Police Authority Organogram

Background Papers

None

Alex Orme,
Policy Manager (Police Authority)

T: 0207-332-1397

E: alex.orme@cityoflondon.gov.uk

Caroline Al-Beyerty
Deputy Chamberlain

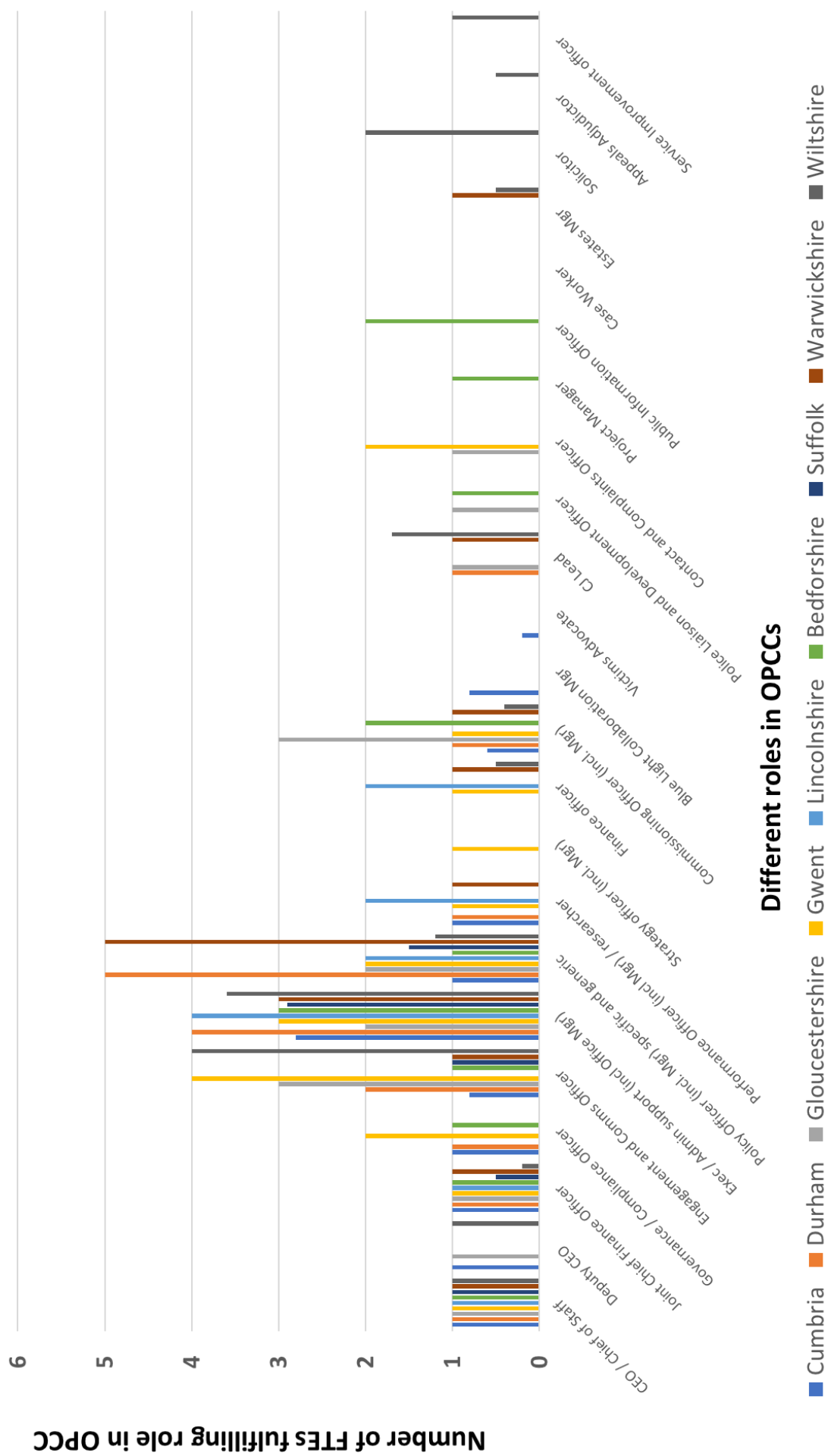
T: 0207-3321300

E: caroline.al-beyerty@cityoflondon.gov.uk

Appendix 1 – Analysis of OPCC staff numbers and roles in 9 smallest OPCCs

	Cumbria	Durham	Gloucestershire	Gwent	Lincolnshire	Bedfordshire	Suffolk	Warwickshire	Wiltshire	
CEO / Chief of Staff	1	1	1	1	1	1	1	1	1	
Deputy CEO	1		1						1	
Joint Chief Finance Officer	1	1	1	1	1	1	0.5	1	0.2	
Governance / Compliance Officer	1	1		2		1				
Engagement and Comms Officer	0.8	2	3	4		1	1	1	4	
Exec / Admin support (incl Office Mgr)	2.8	4	2	3	4	3	2.9	3	3.6	
Policy Officer (incl. Mgr) specific and generic	1	5	2	2	2	1	1.5	5	1.2	
Performance Officer (incl Mgr) / researcher	1	1		1	2			1		
Strategy officer (incl. Mgr)				1						
Finance officer				1	2			1	0.5	
Commissioning Officer (incl. Mgr)	0.6	1	3	1		2		1	0.4	
Blue Light Collaboration Mgr	0.8									
Victims Advocate	0.2									
CJ Lead		1	1					1	1.7	
Police Liaison and Development Officer			1			1				
Contact and Complaints Officer			1	2						
Project Manager						1				
Public Information Officer						2				
Estates Mgr								1	0.5	
Solicitor									2	
Appeals Adjudicator									0.5	
Service Improvement officer									1	
										Average
Total FTEs	11.2	17	16	19	12	14	6.9	16	17.6	14.4
Approximate Police Officer Strength	1108	1138	1055	1154	1099	1136	1096	823	966	1063
Approximate OPCC budget (£m)	0.78	1.07	0.8	NA	0.85	1.58	0.93	0.9	2.1	1.12
Approximate Force budget (£m)	124	112	96	111	115	91	102	98	108	106

Spread of different roles across OPCCs



Appendix 2 – OPCC Core Roles and Equivalents in City of London Police Authority (COLPA)

OPCC post	Equivalent post in COLPA
PCC	Police Committee through Chairman of the Police Committee (supported by Deputy and other Chairmen of Sub-Committees/Boards)
Chief Executive	Town Clerk
Policy & Governance	Assistant Town Clerk Policy Manager (Police Authority) Policy Officer
Administrator	Committee Clerk and PA to Chairman and Deputy Chairman
Complaints Review Lead* (1)	There is no current resource. However, public complaints received by the COLPA are currently handled by the Policy Officer
Commissioning Officer	None (currently covered by Policy Manager (Police Authority) in conversation with the Force lead on Public Protection)
Monitoring Officer (usually covered by CEO in OPCCs)	Comptroller and City Solicitor
Chief Financial Officer	Chamberlain
Performance Officer	Performance Analyst (Corporate Strategy and Performance Team)
Engagement & Communications Officer	Nominated rep from PRO (currently vacant)
Governance & Compliance Officer	ICV Scheme Manager – ATC's Executive Assistant

(1) This post does not exist at present, but will be required when PCCs and Police Authorities take on statutory responsibility for determining complaints appeals (to be called reviews) currently set for implementation in spring 2019

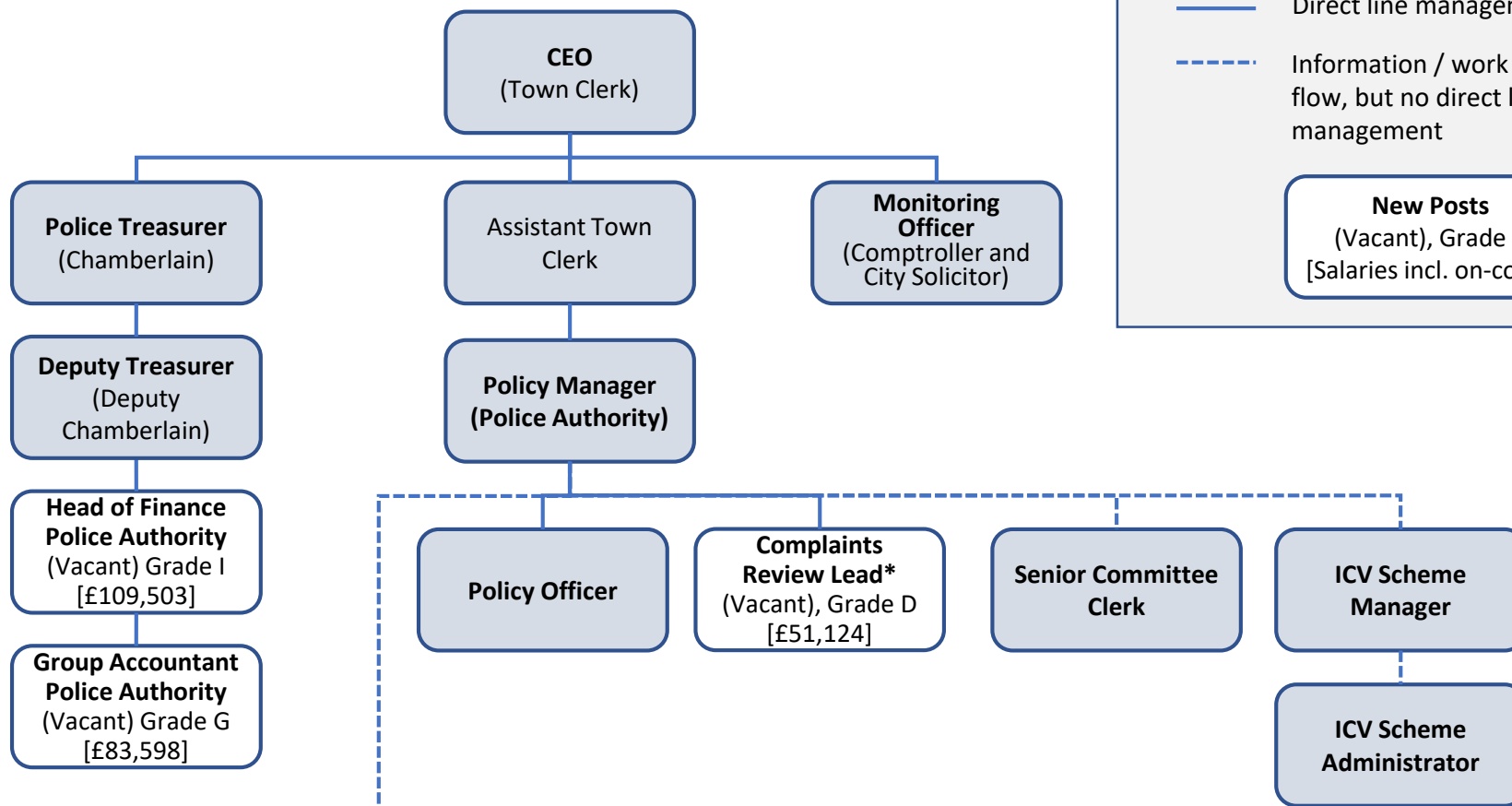
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Proposed Police Authority Organogram

Key:

- Direct line management
- - - Information / work flow, but no direct line management

New Posts
(Vacant), Grade X
[Salaries incl. on-costs]



Professional Support Services, provided by:

- **Finance (Audit, Commissioning & Procurement)** - Chamberlain's
- **Legal** - Comptroller and City Solicitor's
- **Performance Analysis** - Corporate Strategy and Performance
- **Human Resources** - HR
- **Community Engagement** - Corporate Communications Office
- **Specialist Advice** - Surveyors, Community Safety Team, etc.

***Complaints Review Lead:** responsible for liaison with force on any complaints appeals made, reviewing investigation / outcome and providing a written report and recommendation for consideration by the Chairman of Professional Standards Sub-Committee and other panel members, and maintaining all related records.

Additional responsibilities will include FOI and GDPR lead of the team.

Will likely also include taking on role of ICV Scheme Manager at some future point.

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Committee(s):	Date(s):
Children and Community Services Education Board Policy and Resources Planning and Transportation	12 October 2018 8 November 2018 15 November 2018 30 October 2018
Subject: Land Transactions - Former Richard Cloudesley School Site	Public
Report of: Town Clerk	For Decision

Summary

This report considers changes to the land transaction arrangements previously authorised by your Committees in order to ensure the land is held appropriately and to remove the risk of the scheme being impeded by injunction due to Right of Light infringements resulting from the scheme. The changes are identified in the report. The criteria for adopting the changed arrangements are evaluated and the report advises that the criteria are met. It is recommended that the resolutions in Recommendations 1,3 & 4 be reaffirmed on the basis of the changed arrangements outlined in the report, that the resolution in Recommendation 2 be agreed in the amended form shown below, and that the new Recommendation 5 be agreed to address the interests of affected rights holders.

Recommendations

1. That **Policy and Resources Committee** authorise the acquisition of the freehold title in the LBI Land for the purpose of a new primary Academy and social housing, with workshops to be located beneath part of the social housing in accordance with the powers set out in this report.
2. That **Planning and Transportation Committee** authorise the appropriation of the City's Land from housing purposes to the planning purposes of facilitating the development of a new school and social housing.
3. That **Policy and Resources Committee** and **Education Board** authorise the grant of a leasehold interest of all the LBI Land and City Land on which the school is to be constructed to the City of London Academies Trust
4. That, in relation to functions within their respective Terms of Reference, **Policy and Resources Committee**, **Community and Children's Services Committee** and **Education Board** authorise the Director of Community and Children's Services to conclude negotiations and final terms of the acquisitions and disposal in accordance with the principles set out in this report, to take any other steps as required in connection with any related documentation and associated transactions as may be necessary to complete the steps at recommendations 1 to 3 and to implement the Development in accordance with the principles in this report, and to instruct the City Solicitor to enter into all necessary legal documents.
5. That **Community and Children's Services Committee** instructs the Rights of Light advisers acting for the City as developer of the site to proactively approach affected rights holders to offer appropriate compensation for release of their rights of light on the basis in paragraph 14 of Appendix 1 of this report.

Main Report

Background

1. The principle of developing the former Richard Cloudesley School Site, (“RCS”) and adjacent areas of the Golden Lane Estate (“GLE”) (together, “the Site”) for a new school and social housing (“the Scheme”) has been agreed by relevant Committees. The Site is made up of the RCS which is in the London Borough of Islington’s (“LBI’s”) freehold ownership (“the LBI Land”), and adjacent garages, adult education centre, and adjoining land that forms part of the GLE which are in the City’s ownership (“the City’s Land”) (and which Community and Children’s Services Committee has resolved is no longer required for housing purposes).
2. Planning permission for the Scheme was granted by both local planning authorities in whose area the Site is located (LBI and the City) on 19 July 2018. Workspace was required to be provided by LBI underneath part of the social housing to make the development acceptable in planning terms, by providing an active frontage to Golden Lane.
3. In order to rationalise the land to form the Site, amalgamate it within the City’s ownership for the purpose of the Scheme, and enable the Scheme to proceed, the following land transactions are required: (i) Transfer of the LBI Land to the City; (ii) the GLE Land to be appropriated for the purposes of the Scheme; (iii) A lease in the part of the Site to be occupied by the school to be granted by the City to the City of London Academies Trust (“COLAT”).
4. In June 2018 the transactions were authorised on the basis that the LBI Land and was to be acquired by the City in its general corporate capacity and the appropriation of the City’s Land was to be for education. The transactions have not taken place. Since June 2018 it has been clarified that the proposed uses of the land and terms and conditions of the transfer of the LBI Land and funding make it appropriate for acquisition to be under education and housing powers.
5. In addition, the City’s Rights of Light (“RoL”) advisers identified that the Scheme will result in some actionable Rights of Light infringements which will mean that affected rights holders could seek injunctions to prevent or remove any structures causing the infringements, unless the statutory protection from injunction under Section 203 of the Housing and Planning Act 2016 (“S203”) is engaged.
6. However, the arrangements authorised in June do not engage S203 because this would require (i) the LBI land to be acquired by a local authority that could compulsorily acquire it (rather than acquired by the City in its general corporate capacity, as previously proposed); and (ii) the appropriation of adjacent GLE Land to be for planning purposes (rather than for education purposes).

Next Steps/Evaluation of Criteria

7. The proposed transactions can proceed so as to ensure the land is held appropriately and so as to engage the S203 protection from injunction, as follows: (i) that part of the LBI Land to be occupied by the school to be acquired by the City under Section 7 of the City of London (Various Powers) Act 1958 (ii)

that part of the LBI Land to be occupied by social housing to be acquired by the City under Section 17 Housing Act 1985; (iii) the City's Land to be appropriated for planning purposes¹; (iv) the lease of the new school premises to COLAT to be granted under Section 9 of the City of London (Various Powers) Act 1958.

8. The use of the statutory powers outlined in paragraph 6 require the relevant statutory criteria to be met. These are considered under "Legal Implications" below. In deciding whether or not to engage S203 the City must be satisfied that there is a compelling case in the public interest. The tests to be applied in deciding whether there is such a compelling case are explained under "Legal Implications" and evaluated at **Appendix 1**. The conclusion is that it is considered the tests are met and the powers should be engaged.

The Transactions & Terms

The Transfer of the LBI Land to the City

9. It is proposed that the freehold interest in that part of the LBI Land on which the school is to be located (shown edged in bold black on the **Proposed Site Breakdown Plan** annexed) be acquired by the City for the purposes of the new school under Section 7 of the City of London (Various Powers) Act 1958.
10. It is proposed that the freehold interest in all that part of the LBI Land on which the housing is to be located (shown hatched – and in respect of airspace, shown stippled - on the **Proposed Site Breakdown Plan** annexed) be acquired by the City in its capacity as housing authority for housing purposes under Section 17 Housing Act 1985.
11. The key terms on which the LBI Land is to be transferred to the City, and the covenants to which the City will be bound, are broadly as follows:
 - Nil consideration to be paid by the City to LBI for the LBI Land.
 - Amalgamation of the City's Land and the LBI Land is required, to allow for optimum use of the Site
 - The City to pay for development of the social housing using S.106 affordable housing contributions and Right to Buy receipts and to be responsible for construction of the social housing (with a contribution being made by LBI)
 - The City to be responsible for construction of the school (with an agreed estimated construction cost to be funded by the Education and Skills Funding Agency). LBI to have nomination rights to 50% of the new social housing units

Appropriation

12. The City's Land is part of the GLE and was acquired and is held for housing purposes. (See two areas shown shaded grey on **Existing Site Breakdown Plan** annexed). The majority is within LBI's administrative area, and part is in the City's. Children and Community Services Committee resolved in June 2018

¹ Court of Common Council 8/12/2016 delegated to Planning and Transportation Committee authority to determine whether appropriations for planning purposes in order to engage S203 should be authorised

that the City's Land was not required for housing purposes. It is proposed that the City's Land be appropriated to planning purposes. Given the provision of replacement housing land as part of the Scheme the Chamberlain is satisfied no payments are required to account for the appropriation.

Grant of Lease to COLAT

13. It is proposed that following its acquisition of the LBI Land and the appropriation of the City's Land for planning purposes, the City will grant a leasehold interest in all that land on which the school is to be constructed (to exclude the airspace to be occupied by the new social housing) to COLAT under its powers in Section 9 City of London (Various Powers) Act 1958.
14. The key terms on which the City will assign the lease are as follows:
 - The lease is for a term of 125 years
 - Nominal annual rent
 - Tenant's right to break every 25 years with SoS approval
 - Premises to be used for education and ancillary uses
 - Tenant to insure

Legal Implications

Powers for Land Transactions

15. Appropriation – Section 12 of the City of London (Various Powers) Act 1949 provides that where land is no longer required for the purpose for which it was originally acquired it may be appropriated for any other purpose for which the Corporation is authorised to acquire land, and the accounts of the Corporation shall be adjusted as may be necessary. The power conferred by section 12 of the 1949 Act applies to land within Greater London other than an outer London Borough and therefore applies to land in the City and in Islington. As noted above the Corporation (under section 7 of the City of London (Various Powers) Act 1958) may for the purpose of any of their functions acquire by agreement land whether situate within or without the City. Under section 226(5) of the Town and Country Planning Act 1990, subject to the consultation requirements in section 226(6), the Secretary of State may authorise a local authority to acquire land outside its area. The appropriation is therefore for a planning purpose as defined by section 246(1) of the Town and Country Planning Act 1990.
16. Acquisition of Land for Education Purposes - Section 531 of the Education Act 1996 clarifies that making land available for the purposes of a school which the local authority has the power to assist² is a local authority function which engages its land acquisition powers³. The City may acquire that part of the LBI Land required for the school under Section 7 of the City of London (Various Powers) Act 1958 ("1958 Act").

² Section 530 of the Education Act 1996 authorises local authorities to compulsorily purchase land within or outside their area which is required for the purpose of an Academy

³ In this case, under Section 7 of the City of London (Various Powers) Act 1958

17. Acquisition of land for Housing Purposes – Section 17(1) of the Housing Act 1985 empowers the City to acquire land for the erection of houses. The City has power to provide housing, including outside its area, under Section 14 of the Housing Act 1985.
18. Use of housing for Workspace – Section 15 of the Housing Act 1985 authorises the use of land acquired for housing for commercial purposes with the Secretary of State's consent. (Consent has been sought and confirmation is awaited)
19. Grant of Lease to COLAT – Insofar as the land where the school is to be located has been acquired for education purposes under Section 7 of the 1958 Act, it may be leased to COLAT under Section 9 of the 1958 Act on such terms and conditions as the City thinks fit. Insofar as the land where the school is to be located has been appropriated from housing to planning purposes, it may be leased to COLAT under Section 233 of the Town and Country Planning Act 1990 in order to secure the best use of that land. The City may reasonably conclude that the grant of the lease to COLAT secures the best use of the land given the benefits of amalgamation of the Site and the proposed education use. The disposal must be at best consideration unless the Secretary of State's consent is first obtained. (Consent has been sought and confirmation is awaited)
20. It is not considered that the grant of the lease would make CoLAT subject to the influence of the City Corporation in its local authority capacity⁴. Under the current Academies Financial Handbook, CoLAT will need to ensure the requirements for managing related party transactions are followed, including avoiding real and perceived conflicts and promoting integrity and openness in accordance with the seven principles of public life. CoLAT will need to obtain the relevant approvals from the ESFA to take up the lease. CoLAT will also need to ensure that any lease maintains the principles of value for money, regularity and propriety (para 3.6.4) and disclose the lease in its audited accounts (para 3.1.2).

Engagement of S203

21. Statutory Conditions - Appendix 1 sets out the statutory conditions which must be fulfilled in order to engage the provisions of S203, allowing easements to be overridden, and confirms that the recommended arrangements fulfil the statutory conditions.
22. Other criteria - Where land acquisition takes place for the purpose of engaging S203, public interest criteria should be evaluated. In this case, the acquisition is required in order to assemble the site and enable the development to proceed. However, it is acknowledged that the basis of the acquisition and the appropriation will result in S203 being engaged and, insofar as relevant, the public interest criteria are set out and evaluated in Appendix 1.

⁴ S.69 Local Government and Housing Act 1989. The relevant conditions for a company to be subject to local authority influence are not all met.

Financial Implications

23. The appropriate accounting adjustments will be required to reflect the fair value of any donated assets within the transactions.

Conclusion and Reasons for Recommendations

24. The recommended basis of the land transactions the subject of this report are proposed to ensure the land is held appropriately and to remove the risk of injunction impeding the scheme. If the risk remains in place the prudence of expending public monies in implementation is in doubt and the scheme in jeopardy. The recommended resolutions are required to enable the Scheme to proceed and the social benefits of the new school and social housing to be realised.

Appendices

- **Appendix 1** – S.203 Evaluation
- **Annexure** – Existing Site Breakdown Plan and Proposed Site Breakdown Plan

Background Papers

Land Transaction Report June 2018

Deborah Cluett

Assistant City Solicitor

Email: Deborah.cluett@cityoflondon.gov.uk

Tel: 0207 332 1677

Committee(s): Policy and Resources Committee – For Decision Court of Common Council – For Decision	Date(s): 15/11/2018 06/12/2018
Subject: Project Management Review	Public
Report of: Town Clerk	For Decision
Report author: Rohit Paul (Corporate Programme Office)	

Summary

This report proposes changes to evolve the City's approach to Project Management, following a review of the City's existing practices and governance procedures. It is proposed that:

- The number of stages in the Gateway Approval Process is changed to a maximum of six;
- A Costed Risk Provision is introduced;
- A revised version of the Projects Procedure is approved incorporating these changes.

Recommendations

Policy and Resources Committee are asked to:

- Approve the new Projects Procedure including:
 - A revised Gateway Process;
 - Implementation of a Costed Risk Provision;
 - Recommend to Common Council that future amendments to the Projects Procedure be delegated to the Policy and Resources Committee;
- Note the proposal for HR to develop a Project Management strand of City Academy (for enhancement of the City's Project Management capability and capacity);
- Recommend the proposals to Court of Common Council.

Main Report

Background

1. It is recognised by Members and Officers that the current approach to project management within the City Corporation requires evolution. This is evident from issues identified within large and complex programmes of work undertaken by the City of London, as well as feedback from Arcadis, following an independent review conducted last year.
2. A programme of work has been ongoing to review the current governance procedures and address the issues identified with the City's approach to project management.

3. The first phase of review is now set for implementation upon Court approval. This stage has been reached following a review of the existing procedures and practices, which has led to the range of proposals outlined, as recommendations to enhance our approach to Project Management. A review of the financial thresholds will begin in the New Year and a subsequent report will return to Policy and Resources to provide an update.

Issues

4. Consultation and analysis identified the following issues with our approach to Project Management:

Early development stages of projects:

- Lack of clear measurable objectives and outcomes;
- Unclear project ownership;
- Insufficient engagement between departments;
- Imprecise definition of project;
- Inadequate assessment of risks and potential cost of those risks.

Lack of cumulative reporting:

- No mechanism to aid Members to track cumulative changes between Gateway stages throughout the project lifecycle;
- Absence of documentation to report incremental scope and budget changes;
- The current process reflects the last decision made at Committee but not the total changes made since the start of project.

Governance:

- Governance procedures are focused heavily on Committees and process rather than outcome maximisation;
- Insufficient delegations to deal with risks which are realised outside of the Committee cycle;
- A lack of understanding amongst officers as to how the process works.

Inconsistency in reporting:

- Lack of standardisation for reporting of finance and risk;
- Provision of information in different formats;
- Variance in approaches across departments.

Solutions

5. A range of proposals have been developed as solutions to the issues outlined. These have been presented to Projects Sub Committee at various stages throughout the year for feedback and are supported.

Changes to the early development stages of projects

6. The introduction of a Project Briefing document will help to capture key information at project inception (such as measurable objectives/outcomes) and serve as a record of initial project aims. The addition of a costed risk process will help identify the potential breadth of the project, and revised sign-off procedures, whereby projects require Chief Officer approval prior to entering the Gateway Process, will also assist.
7. Benefits of these changes include closer alignment with standard industry practice, a mechanism to encourage collaboration between departments and greater clarity on the objectives and outcomes the project is required to deliver.

Introduction of cumulative reporting

8. A Project Cover Sheet has been introduced for the implementation of cumulative reporting. It will bring the benefit of capturing changes between Gateway stages, to allow Members to monitor any incremental changes in budget or scope, against what was initially agreed. This is essential for robust governance and oversight as currently the budget is re-baselined after each Committee approval.

Revised Governance Process/Projects Procedure:

9. A revised governance process has been proposed for a more streamlined approach, reducing the total number of Gateway stages to a maximum of 6 (for complex projects), whilst linking each Gateway stage to a specific outcome (see Appendix 1 for further information). This now has closer alignment to the RIBA project delivery methodology (as outlined within the Projects Procedure) and will be simpler to communicate with external stakeholders. Further information on changes to delegations has been outlined in the Costed Risk Provision section and the Projects Procedure (see Appendix 5).
10. The report format, tools and templates utilised have been revised as part of this process. This is still ongoing and will be monitored under Project Sub Committee supervision to ensure they remain fit for purpose or adjusted accordingly. These changes are proposed to support delivery at pace, whilst ensuring information is presented in a consistent and succinct manner, to support informed decision making and robust central governance.

Costed Risk Provision

11. Consultation with officers highlighted that project risk remains an area in need of refinement. More specifically a range of issues were identified including:
 - Inconsistency in reporting;
 - Lack of standardisation;
 - Limited provisions to deal with risks which are realised without formal Committee approval;
 - A bureaucratic and inefficient process leading to numerous budget increase requests to Members (sometimes for nominal sums of money);
 - Additional time and cost delays as officers wait for Committee to meet or process urgency requests.

12. Projects Sub Committee were provided with a range of options in July to discuss potential solutions. These included maintaining the current procedures, implementing a flat-line contingency or utilising a Costed Risk Provision.
13. The proposal for implementation of a Costed Risk Provision is the preferred option. This would be implemented on a strictly controlled basis and linked to costed risks. Such an approach would consist of Members agreeing to a list of identified risks presented on a standardised costed risk register. Each Gateway report will request a specific officer's Costed Risk Provision to reach the next Gateway based on these risks presented to Members. Should those specific risks seen and approved by Members materialise, officers will be able to utilise the approved provision to deal with these issues, via delegated approval to Chief Officer.
14. Officers will not have authority to utilise any Costed Risk Provision against items which have not received Projects Sub Committee approval. Only requests for items seen and approved by Committee will have funding released. This will ensure officers can only spend the risk provision on items essential to a robust risk management strategy.
15. Delegation for officers to approve use of the provision can only be granted via their Chief Officer, if they are a suitably skilled and experienced Project Manager, who has completed the relevant training in line with the City Academy guidelines HR are developing.
16. Officers who have not completed the relevant training will not be able to authorise spending against this provision. This is a mandatory requisite and, in such cases, where the requesting officers have not completed the relevant training, only Chief Officers will be able to approve use of the provision (further details for this costed risk approach have been listed in Appendix 3).
17. Any drawdown against provision will be reported and scrutinised by Projects Sub Committee. Undrawn provision will also be tracked and reported.

Costed Risk Provision Benefits

18. This approach brings the following benefits:
 - Mechanism for swift response to deal with urgent issues;
 - Restricts usage to essential pre-approved items required for risk management (agreed by Project Sub Committee);
 - Prevents any out of scope expenditure;
 - Ensures that officers comprehensively assess the risks associated with a project from an early stage;
 - Reduction in bureaucracy and paperwork submitted to Committee for low-value items;
 - Fewer delays in project delivery and potential rising costs from such delays;
 - Promotion of culture change and steps towards empowering qualified Project Managers to take responsibility for managing their budgets actively;

- Maintains Member oversight of usage;
- Allows for informed decision making. Where risk and the proposed amount is deemed excessive, Members may defer approval until there is confidence these can be reduced;
- Alignment with standard industry practice;
- Unspent amounts will be removed from the project budget by the Chamberlain and reported;
- Establishment of a process that has worked well on other projects such as the Hampstead Heath Ponds Project.

Future Governance

19. Subject to approval, this report will be submitted to Court of Common Council in December, seeking amendments to the existing Projects Procedure (to come in to effect after the New Year), including changes in the number of Gateway stages.
20. Standing orders state approval from the Court of Common Council is required for changes to the Projects Procedure. It is suggested that in future changes should be authorised by Policy and Resources to allow this Committee to make changes that enhance the effectiveness of the Projects Procedure. This is requested to support the Committee in implementing any necessary changes for strategic oversight of the management of projects.
21. Delegation is also sought for Projects Sub Committee to authorise minor operational changes related to Project Management (for matters such as adjusting tools and templates as enablers), to make adjustments where necessary, to continue to fulfil its role of scrutiny and Project Assurance. The changes proposed have been piloted under Projects Sub Committee supervision and have worked well to date.

Project Management Capability

22. As part of the review, the offer of support and training to Project Managers is also being developed. This is necessary to ensure there is appropriate guidance to equip Project Managers with the skills they need to successfully deliver projects.
23. There is an existing classroom-based training offer which has been re-designed to ensure it has relevance to the way in which the City Corporation manages projects. An online training module and project toolkit will also be developed to provide further guidance on how projects are run within the City Corporation.
24. HR are currently progressing with early planning stages for the establishment of City Academy, a Corporate learning and development programme; which will bring together various training streams under an overarching framework; These streams will relate to the development of skills such as Leadership, Apprenticeships and Project Management.
25. Confirmation has been received that HR has capacity to lead on a longer programme of work to develop the Project Management strand of the City

Academy, including plans to introduce formal learning with either internal or external accreditation. The work to date on the Project Management Review will be embedded into the City Academy and this will include training modules around internal governance, risk and budget management.

26. It is also proposed that a peer review process is established for major projects. This concept would establish a network of Project Managers who can act as a 'critical friend' to review other projects in a project assurance capacity, providing constructive feedback and suggestions based on experience from other projects.

Next Steps

27. The overall Projects Procedure and financial thresholds have not been reviewed since implementation at the start of the decade. Following these proposed changes to develop a more mature approach to Project Management, it would be prudent to review the current financial thresholds for the Gateway Approval Process, to support Member scrutiny and oversight in focusing on high-risk projects. This would also offer an opportunity for greater alignment with changes in Procurement frameworks.
28. It is proposed that a subsequent report is submitted to Policy and Resources Committee after the New Year, outlining options for changes to the thresholds, for Member consideration.

Appendices

- Appendix 1 – Gateway Process Outcomes;
- Appendix 2 – Summary of Changes;
- Appendix 3 – Costed Risk Approval Process;
- Appendix 4 – Summary of Proposed Amendments to the Projects Procedure;
- Appendix 5 – Revised Projects Procedure

Rohit Paul

Corporate Programme Manager, Corporate Programme Office
T: 020 7332 1902 E: Rohit.paul@cityoflondon.gov.uk

Committee: Policy & Resources Committee	Date: 15 November 2018
Subject City Corporation Modern Slavery Statement	Public
Report of The Chamberlain	
Report Author Natalie Evans, Responsible Procurement Manager, City Procurement	For decision

Summary

1. This Report accompanies the proposed City of London Corporation 'Modern Slavery Statement' developed in response to the Modern Slavery Act 2015. It is proposed that the City Corporation complies with the annual reporting requirements associated with the Modern Slavery Act, on a voluntary basis, in the interest of due diligence and transparency, and to appropriately reflect the organisation's strong commitment to responsible business principles.
2. The City of London Police has a responsibility to help identify and eliminate modern slavery through its law enforcement remit and the City Corporation through its business activities, ensuring effective due diligence procedures are in place to safeguard against modern slavery taking place within our organisation, our jurisdiction and our supply chain.
3. The Corporation also plays a philanthropic role by funding activities designed to support refugees and asylum seekers who have experienced human trafficking, disrupt global human trafficking and combat its practice in the UK.
4. This Modern Slavery Statement brings together the roles, remits, commitments and all work undertaken by the City of London Police, Department for Children and Community Services, Community Safety, Port Health & Public Protection, HR, City Procurement, the Barbican, City Bridge Trust and Heart of the City, also detailing future plans for continuous improvement.

Recommendations

That Policy and Resources Committee:

- Approves the publication of a voluntary Modern Slavery Statement by the City Corporation
- Approves the version submitted, including the 'Modern Slavery Policy'.
- Notes and specifically approves the 'continuous improvement' sections detailed throughout, which will form the basis of the action plan used to drive progress amongst all relevant departments over the next year.

Main Report

Background

5. The Modern Slavery Act 2015 was enacted in response to prioritisation of this issue by the UK Government. It requires commercial entities that operate in the UK, with a turnover of more than £36m, to produce an annual Modern Slavery Statement detailing current and planned actions to tackle this crime.
6. The City Corporation is not a relevant commercial organisation as defined by section 54 of the Act. However, it is recommended that the City Corporation comply with its annual reporting requirements on a voluntary basis in the interest of due diligence and transparency, and to appropriately reflect the organisation's strong commitment to responsible business principles. It should also be taken into account that many other public authorities, including numerous London boroughs have already published their own Statement.
7. Representatives from the City of London Police, the Barbican, City Procurement, Children and Community Services, Community Safety and Corporate Strategy and Performance came together in early 2018 to establish the City Corporation's inter-departmental Working Group on Modern Slavery.
8. The first priority of the Working Group was to bring together all current action taking place to tackle modern slavery, to harmonise approaches and ensure that resources and lessons learned are shared across the Corporation. The proposed Modern Slavery Statement was developed based on this work.
9. Earlier this year, the City Corporation made a pledge, signed by the Chairman of Policy & Resources Committee, to tackle modern slavery as part of the Evening Standard's anti-slavery campaign. This Statement would represent a transparent way of demonstrating the organisation's commitment to this pledge.
10. The Modern Slavery (Transparency in Supply Chains) Bill 2017-2019 is currently progressing through the House of Lords. Amongst other amendments, this Bill proposes to extend the scope of the existing Act to public sector authorities. The publication of this Modern Slavery Statement could therefore also be viewed as a way of future proofing the City Corporation's approach.

Methodology

11. The Statement is divided into five sections, structured to reflect our actions according to the City Corporation's responsibilities and the level of control or influence the organisation is able to exert:
 - **Our Organisation** – Overarching commitments and organisational approach
 - **Our People** – The Corporation's employees.
 - **Our Jurisdiction** – People living, working in and visiting the Square Mile.

- **Our Wider Community** – Charitable organisations and business community.
- **Our Supply Chains** – Domestic and global supply chains.

12. Each section is separated into four parts, according to the requirements of a Modern Slavery Statement under s.54 of the Modern Slavery Act.

- **Remits and relevant risks** – Within the remit of each department; identifying the people, places, trades and industries at the highest risk.
- **Policies and commitments** – Overarching and department-specific policies and commitments to tackling modern slavery and other labour rights abuses.
- **Existing interventions** – Actions already being undertaken to identify and deal with modern slavery and to minimise the risk of it occurring.
- **Continuous improvement** – Assessing the effectiveness of our current interventions, creating plans to bridge identified gaps, developing appropriate performance indicators, monitoring and reporting on progress.

All actions described within the ‘continuous improvement’ sections will be combined to form an action plan, which will be overseen by the Responsible Business Implementation Group, coordinated by the Inter-departmental Working Group on Modern Slavery and undertaken by relevant City Corporation Officers.

Corporate and Strategic Implications

13. The following aims and outcomes within the Corporate Plan underpin the City Corporation’s commitment to combatting human and labour rights abuses:

Contribute to a flourishing society:

- People are safe and feel safe
- People enjoy good health and wellbeing
- People have equal opportunities to enrich their lives and reach their full potential

Support a thriving economy:

- Businesses are trusted and socially and environmentally responsible

14. The Responsible Business Strategy 2018-23: sets out the City Corporation’s stance on advocating for human rights in its decision-making processes so that people are treated appropriately and with dignity. It also details its commitment to actively preventing fraud, corruption and bribery in its own operations and influencing supply chains and partners to do the same.

15. The Responsible Procurement Strategy 2015-18 aims to deliver best value in a way that improves the lives of those in its supply chain and helps the City Corporation make procurement decisions that act as a catalyst for positive change. It details the City Corporation’s commitment to tackling human and labour rights violations, including modern slavery.

Conclusion

16. The publication of a Modern Slavery Statement would constitute a clear and transparent demonstration of the City Corporation's commitment to tackling modern slavery, both internally and externally. It brings current and future actions into one place allowing all departments and other relevant entities an oversight and a point of reference to ensure effective collaboration.
17. The length of the Statement reflects the requirements set under s.54 of the Act and moreover the comprehensive amount of work already being undertaken.

Appendices

Appendix 1 - City of London Corporation Modern Slavery Statement

Author: Natalie Evans, Responsible Procurement Manager
T: 0207 332 1282 E: Natalie.evans@cityoflondon.gov.uk

Committee(s): Finance Committee – For decision Policy and Resources – For decision Court of Common Council – For decision	Date(s): 13/11/2018 15/11/2018 06/12/2018
Subject: Brexit Contingency Funding	Public
Report of: Chamberlain	For Decision
Report author: Philip Gregory, Financial Services Division	

Summary

Following the referendum on the UK's membership of the European Union (EU), the UK will be leaving the EU on 29 March 2019. There is currently a significant level of uncertainty on the terms under which the UK will leave and the future trading relationship it will have going forward.

The outcome of these negotiations will be a key influence in the City Corporation achieving its vision of being “dedicated to a vibrant and thriving City, supporting a diverse and sustainable London within a globally successful UK” as well as impacting on its ability to deliver its day to day services. It is anticipated that significant engagement activities will be required in the lead up to and post exit from the EU. No resources are currently allocated for this additional activity and there is likely to be insufficient provision within the existing Policy Initiatives Fund or Committee Contingency to meet need.

To achieve its strategic aims during this period as well as manage the risks to service delivery it is proposed that a Brexit Contingency Fund of £2m be established in 2018/19 to support the organisation through this period, overseen by the Policy and Resources Committee. It is proposed that the fund is available in the current and following financial year covering the period of negotiation and transition to the new operating environment with any unspent balance in 2018/19 carried forward into 2019/20.

Recommendation(s)

Members are asked to:

- Endorse the creation of a Brexit Contingency Fund of £2m in 2018/19 with provision to carry forward any unspent balance into 2019/20 for onward approval by the Court of Common Council.
- Delegate to the Town Clerk, in consultation with the Chairman and Deputy Chairman of Policy and Resources Committee, authority to agree bids of up to £100k to the fund.
- Endorse the criterion and reporting framework set out in the report for the fund.

Main Report

Background

1. The referendum held on 28 June 2016 on the UK's membership of the EU resulted in a majority vote to leave the EU. This has triggered a complex set of negotiations between with UK Government and the EU on the terms of the UK's withdrawal and the future trading relationship between the UK and EU.
2. These negotiations have yet to be concluded, but the UK is committed to leaving the EU on 29 March 2019. The uncertainty in the negotiations and future working relationship has created several risks for the City of London Corporation linked to delivering its strategic objective of supporting a thriving UK economy and continuing to deliver its services. Whilst the nature of any future working relationship and the associated impact are unknown, it is likely that increased engagement activity and possible additional costs associated with service delivery in some areas will be necessary. It is therefore prudent to put in place the requisite arrangements now to facilitate timely activity in the coming period.
3. Under these circumstances, the Chairman of Policy and Resources Committee has requested a Brexit Contingency Fund to be established aimed at supporting the City through this period.

Current Position

4. The risks to the City from the current uncertainty have recently been added to the Corporate Risk Register as detailed in a report to the Audit and Risk Management Committee on 6 November 2018. Appendix 1 provided details of these risks.
5. Chief Officers have been asked to address these risks and a task and finish group has been established to take an overview of the City's preparations to ensure the impact of Brexit on key service areas is minimised.
6. In considering these risks, and the range of possible outcomes that could come into play as negotiations progress, access to a flexible fund to enable departments to respond quickly to the changing landscape and influence the direction of travel would contribute to mitigating the impact of the current uncertainty.

Proposals

7. The objective of establishing a Brexit Contingency Fund would be focused on delivering the following outcomes:
 - a. Communicate the interests of the City as part of the negotiation process through engagement of key stakeholders. These activities should be distinct from those carried out under the Policy Initiative Fund (PIF) and therefore should be new activities focused on Brexit specific issues.
 - b. Help mitigate the risks identified in the Corporate Risk Register (see Appendix 1). Requests for funding under this heading should be clear on how Brexit has impacted on the issue and how this is distinct from general

services changes/pressures. It is anticipated that defined outcomes should be set out for any bids under this heading.

- c. Manage any urgent unforeseen issues arising from Brexit. Due to the lack of clarity on the future UK position, new risks and pressures could emerge once a final agreement has been reached. As with point b, any bid under this heading will need to be clear on the Brexit impact of any issue and how this is distinct from general service changes/pressures.
8. To ensure that the fund allocation process is responsive to emerging needs, it is proposed that bids of up to £100k are delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman of the Policy and Resources Committee, to agree and allocate funds. Bids above that level will be subject to consideration by the full Committee (or under urgency procedures, with all Members being informed of the proposals, where the need is too urgent to wait until the next scheduled meeting.
9. All bids will need to set out how the request meets the above outcomes and confirm that other sources of funding have been explored before submitting a request to this fund. This will ensure that existing funds and activities have been reviewed and reprioritised before additional funds are allocated. Bids should not request funding beyond 2019/20.
10. All agreed bids will be required to report back to your Committee on the outcomes achieved through the funding provided. Subject to the volume of bids, it is anticipated that this will be via a single report produce every 6 months setting out the achievements to date.
11. It is proposed that financial reporting on the fund will be included in the reports which currently come to your committee for PIF and Policy and Resources Contingency Fund.

Corporate & Strategic Implications

12. The aim of the fund is to enable the City to achieve its corporate and strategic objectives during this period of instability and change.

Implications

13. It is proposed that £2m of funding be allocated in 2018/19 to the Brexit Contingency Fund with provision to carry forward any unspent balance into 2019/20. The allocation will be funded from City's Cash. This amount is deemed a reasonable sum considering the likely activities required but, given the uncertainty in the negotiations and the scale of change, this sum may need to be re-evaluated as more information becomes available. Any unspent funds at the end of 2019/20 will be remitted back to the City's Cash Fund balance.

Conclusion

14. Due to the ongoing uncertainty of the Brexit negotiations and the potential risks this poses to the City of London, it is proposed that a Brexit Contingency Fund be established to help manage the transition to the new operating environment. This fund will be overseen by the Policy and Resources Committee where bids

to utilise this fund will be submitted for approval. The fund will be available in the current and following financial year

Appendices

- Appendix 1 – Corporate Risk Register Entry for Brexit Risk

Philip Gregory

Deputy Director, Financial Services

Chamberlain's

T: 020 7332 1284

E: Philip.Gregory@cityoflondon.gov.uk

CR26 Brexit risk

Report Author: Paul Dudley

Generated on: 19 October 2018



Rows are sorted by Risk Score

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
CR26 Brexit 17-Oct-2018 Paul Barradell	<p>Cause – The outcome of Brexit negotiations does not secure continuity of contracts, access to talent, ongoing grant funding and/or security of supply chains</p> <p>Event – The City Corporation services fail to prepare appropriately for the UK departure from the EU in March 2019</p> <p>Effect – There are a range of potential impacts. The City Corporation's services are disrupted as supply chains and contracts are reassessed, potentially increasing cost and reprioritisation of resources. Uncertainty over multi-year grants may undermine the City Corporation's ability to deliver or commit to services. The City Corporation may be unable to access the specialist talent and supply chains it needs to deliver some of its services.</p>	 Likelihood Impact	6		 Likelihood Impact	4	29-Mar-2019	 Constant

Action no	Description	Latest Note	Action owner	Latest Note Date	Due Date
CR26a	Ensure that appropriate Brexit related risks are identified, assessed, mitigated recorded on departmental risk registers	<p>Officers to identify appropriate mitigations:</p> <ul style="list-style-type: none"> Impact of Brexit on the recruitment and retention of City Corporation staff (Owner: Director) 	Simon Latham	17-Oct-2018	29-Mar-2019

		of Human Resources) <ul style="list-style-type: none"> • Impact of Brexit on City Corporation procurement and supply chains (Chamberlain/Commercial Director) • Impact of Brexit on the movement of goods through the Port Health Authority functions (Director of Markets & Consumer Protection) • Impact of Brexit on City Corporation income streams (Chamberlain) • Impact of Brexit on the attractiveness of London for workers, businesses and visitors (Director of Economic Development) • Impact of Brexit on the regulatory landscape covering City Corporation services (Remembrancer) • Impact of Brexit on local communities (Director of Community & Children's Services) 			
CR26b	Progress on all departmental Brexit risks and their mitigations be reported monthly to Summit Group		Simon Latham		29-Mar-2019

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Committee:	Date:
Education Board Policy and Resources	19 July 2018 15 November 2018
Subject: Education, Skills and Cultural and Creative Learning Strategy	Public
Report of: Anne Bamford, Strategic Education, Culture and Skills Director, Community and Children's Services	For Decision
Report author: Anne Bamford, Strategic Education, Culture and Skills Director, Community and Children's Services	

Summary

The current Education Strategy, which includes outcomes for culture and for skills, runs from 2016-2019. The key outcomes of this strategy have been met or are moving towards being met. The Education Board held a strategic planning away day on 19 January 2018 to determine priority areas for the development of coherent Education, Skills and Culture strategies for the future. Following these discussions, in May 2018, draft Education, Skills and Cultural and Creative Learning Strategies were developed and distributed widely for consultation. More than 70 individual and group consultations responses to the drafts were received. The three strategies were circulated across a wide range of departments and teams within the City Corporation (as well as the Museum of London) and also went to a number of Committees for comment. Taking consideration of the comments made, the final version of the suite of three strategies was developed to establish the overall direction, goals and key performance indicators for the period 2019-2023. The drafts of these strategies are available electronically through links at the foot of this report, and also in the separately circulated appendices pack. It was also suggested that a summary and graphic model were developed, and these are also included in the appendices pack (and digitally linked below) as appendices four and five.

After consideration and approval of these strategies, a detailed annual action plan with aligned budget will be presented to the September meeting of the Education Board. Officers will also work to develop a more graphic summary of the strategies to be produced in a manner suitable for broad distribution to our partners.

Recommendation

Members are asked to approve the Education Strategy, Skills Strategy, and Cultural and Creative Learning Strategy.

Main Report

Background

1. The Education Board held a strategic planning away day on 19 January 2018 to determine priority areas for the development of coherent Education, Skills and Culture strategies for the future.
2. There is an existing Education Strategy that includes outcomes for culture and for skills and a Culture Mile Learning plan that outlines the ambitions for this

programme. There is a business plan for the adult education and apprenticeship service (ASES) but not an existing more general lifelong learning and skills strategy.

3. The City of London Corporation (CoL) confirmed its commitment to delivering the first 100 apprentices across its departments during 2017/18 and this outcome was achieved.

Strategic Priority areas

4. The Members and officers at the Away Day identified several cross-cutting themes. It was noted that the three areas of policy – education, culture and skills - must work in a joined-up manner and promote a continuous pathway of lifelong learning. It was also emphasised that there needs to be a clear strategy that defines scope and scale of activities.
5. The City Corporation has limited resources and therefore needs clear spending priorities. The strategy needs to focus on partnerships, working at the local level and then influencing at the London-wide, national and international levels. The impact of Education Board initiatives/programmes/events must be measured and reported. This will occur on the basis of an annual action plan with aligned budget.
6. The Members and officers noted that there were key overarching principles that must be evident across strategy, policy and activities. These included safeguarding, employability, social mobility, creative placemaking, digital/fusion skills and aspiration and the pursuit of excellence.
7. It was acknowledged that in writing these strategies there are complementary links between education, skill development and cultural and creative learning. It is possible to have significant influence by the combined working of these three areas. The following table summarises the way each of the areas are contributing in an aligned manner to the deliver of the key identified activities.

Key Focus	Education	Skills	Cultural and Creative Learning
Excellence and exceptionality	Harness talent by enabling people to learn and to flourish as innovative, confident and creative individuals.	Improve the prestige of adult education and apprenticeships so apprenticeships are a high quality and prestigious pathway to successful careers, and are available across all sectors of the economy and at all levels, up to and beyond first degree level.	Nurture talent enabling children and young people to find their creative and artistic voice.
Broad and balanced curriculum	Ensure that the City Corporation's outstanding cultural and	Every apprenticeship will be a high-quality opportunity that	Every cultural institution in the City is a learning institution and

	historical resources enrich the creative experience of London's learners.	delivers the skills, knowledge and behaviours that employers are looking for including cultural and historical resources enrich the creative experience of London's.	every educational institution in the City family of schools is a cultural institution.
Fusion learning	A pilot has introduced fusion skills into the curriculum at all key stages in the City Schools.	Broad-based digital and technical literacy combined with 'fusion skills' embedded in lifelong learning and our apprenticeship programme.	Enhance capacity and leadership around fusion skills including the delivery of a distinctive City Corporation education and skills offer where all learners receive systematic development of fusions skills.
Aspiration building and links to the world of work	Ensure a more comprehensive strategy for skills development and careers support in the City Family of Schools.	Every apprenticeship will be a high-quality opportunity that delivers the skills, knowledge and behaviours that employers are looking for.	Equip young people with the knowledge, skills and networks to prepare them for careers and training in the arts, cultural, creative and hybrid sectors.
Accessibility and social mobility	Continue to improve the choices, learning experience and learning outcomes for pupils impacted by disadvantage.	Improve the learning experience and learning outcomes for learners impacted by disadvantage.	Stimulate an accessible cultural offer that reaches a range of people and promotes social mobility.

8. The committee management, decision making, resource allocation, monitoring and reporting strategy for various types of schools and cultural organisations within the City Corporation is complex. Therefore, the aim of the Education, Skills and Cultural and Creative Learning Strategies is not to be prescriptive, but rather to capture collective goals and activities in a collegiate manner to ensure that within the various levels of decision making, autonomy and collaboration, there is a sense of agreed focus.

9. In addition to the links across the three strategies, each strategy also includes direct contribution into the Corporate Vision and outcomes and also cross cutting links to other Departments and strategies including Economic Development Office (EDO), City Bridge Trust and philanthropic funding, Human Resources, Open Spaces and Culture.
10. Within DCCS, these strategies have also been aligned to other areas of the Departmental business plan including with health, SEND, early years, social care and community services.

Implementation and monitoring

11. The combined three strategies will begin to be implemented from September 1, 2018 with communication and training activities with the view that phased full implementation will begin in January 2019.
12. It is expected that the goals of strategies can be achieved within the current resource allocations. Each year, at the September Education Board meeting a detailed annual action plan and budget aligned to the Key Performance Indicators and activities will be presented to Board Members.
13. Reporting of impact based on evaluations will occur annually and be reported at the September Education Board.

Conclusion

14. The Education Board can influence and inspire the strategic direction of education for the City Family of Schools and for the broader educational landscape. It has a dedicated role in resourcing, guiding implementation, and monitoring the outcomes and impact of the strategies.

Appendices

Circulated separately within the appendices pack and also available electronically (please click on the below links)

- Appendix One: [Education Strategy](#)
- Appendix Two: [Skills Strategy](#)
- Appendix Three: [Cultural and Creative Learning Strategy](#)
- Appendix Four: [Strategy Summary](#)
- Appendix Five: [Strategy Diagram](#)

Anne Bamford

Strategic Education, Culture and Skills Director

T: 020 7332 1864

E: anne.bamford@cityoflondon.gov.uk

Committee	Date(s):
Port Health and Environmental Services Policy and Resources	8 November 2018 15 November 2018
Subject: Emissions Reduction Proposal	Public
Report of: Director of Markets and Consumer Protection Office of the City Remembrancer	For Decision
Report author: Ruth Calderwood, Air Quality Manager Jaysen Sharpe, Assistant Parliamentary Affairs Counsel	

Summary

The City Corporation, in its capacity as a local authority, has a statutory duty to take action to improve local air quality. Air pollution is generated from many sources in London. There is a great deal of action underway to reduce emissions from road traffic but a lack of effective controls to deal with emissions from combustion plant (boilers, generators, non-road mobile machinery and combined heat and power plant). Data produced by the Greater London Authority indicates that emissions of NO_x (oxides of nitrogen) from combustion plant will far exceed that of traffic in the Square Mile by 2020.

The Clean Air Act 1993, which has historically been used by local authorities to deal with sources of air pollution other than road traffic, is outdated and not fit for today's fuels and technologies. It is still used in some parts of London to specify chimney heights for commercial sized boilers, but it offers very few additional powers that are of use today.

The City Corporation has previously corresponded with Government officials over an update to the Clean Air Act 1993. It appears that a review is not now being taken forward. Instead, the Government has published a draft Clean Air Strategy which indicates an intention to provide local authorities with additional powers to control emissions from combustion plant. No firm details have been provided, but it is understood that powers may be made available in a new Environment Bill once the United Kingdom leaves the European Union.

The City Corporation has drafted a set of London specific, focused proposals which would provide new adoptive powers for London local authorities to control emissions from combustion plant. This would be through the designation of an Air Quality Improvement Area if levels of air pollution are higher than World Health Organisation Air Quality Guidelines. Emissions limits for Oxides of Nitrogen (NO_x) and small particles (PM₁₀) for different combustion plant would be set by the Secretary of State for Environment, Food and Rural Affairs.

A note on the draft proposals is attached as Appendix 1.

Recommendation

Members are asked to:

- approve the principles of the proposals and grant authority to consult with the Department of the Environment Food and Rural Affairs, the Greater London Authority, London Boroughs and other interested parties, and to seek the assent of London Councils.

Main Report

Background

1. The City Corporation, in its capacity as a local authority, has a statutory duty to review air quality. This duty also falls on London Boroughs and other local authorities. If concentrations of pollution are above set limits in part, or all, of their area, local authorities are required to declare that zone an Air Quality Management Area (AQMA). The whole of the City has been an AQMA since 2001.
2. Following the declaration of an AQMA, local authorities must develop and implement an action plan to improve air quality. The City Corporation's current action plan is contained within the City Corporation Air Quality Strategy 2015 - 2020. Work is underway to renew this strategy and consultation will commence in early 2019.
3. Local authorities have been given the responsibility to improve air quality with very few regulatory controls. One of the main pieces of clean air legislation, the Clean Air Act 1993, which deals with sources of air pollution other than road traffic, is outdated and not fit for today's fuels and technologies. It is still used in some parts of London to specify chimney heights for commercial sized boilers, but it offers very few powers that are of practical use today.
4. Air quality monitoring within the City has revealed that combustion plants can lead to elevated levels of air pollution locally and collectively; they contribute a significant amount to background levels of air pollution, particularly in central London.
5. Much of the action to deal with air pollution to date has relied on the use of other local government regulatory mechanisms, such as planning and traffic management, together with the encouragement of behaviour change and best practice. This has not been particularly effective and, in part, has resulted in air quality in London remaining a problem despite years of action.
6. The City Corporation has written to the Government on a number of occasions to ask for additional powers, principally to deal with combustion plant (boilers, generators, combined heat and power plant). Data produced by the Greater London Authority indicates that emissions of NO_x (oxides of nitrogen) from combustion plant will be over twice that emitted by road traffic in the Square Mile by 2020.
7. There is much discussion underway about a new Clean Air Act for England and Wales. A private members' Bill by Geraint Davies MP ('the Clean Air Bill') has had its first reading in Parliament. The second reading is scheduled for October 2018. This Bill would require the Secretary of State to set, measure, enforce and report

on air quality targets; to make provision about mitigating air pollution, including the use of clean air zones; to make provision about vehicle emissions testing and to restrict the approval and sale of vehicles with certain engine types.

8. Baroness (Jenny) Jones has also introduced a private members' Bill, the 'Clean Air (Human Rights) Bill', to the House of Lords. This Bill would establish the right to breathe clean air as a human right and proposes the formation of a Citizens' Commission for Clean Air. It would impose a duty on local authorities in England and Wales to achieve clean air throughout their area within 12 months of the Bill's enactment. It does not, however, provide any new powers for local authorities to reduce emissions.
9. The City Corporation has identified a need for a practical, local authority focused piece of legislation to deal with emissions from combustion plant. This is not directly addressed by either of the above Bills.

The City Corporation's draft proposals for a private members' Bill

10. The City Corporation draft proposals provide new adoptive powers for London local authorities to enable the control of emissions from a variety of combustion plant. This would apply where levels of air pollution are greater than those stipulated in World Health Organisation Air Quality Guidelines. Any such area would be designated an Air Quality Improvement Area. The applicable emissions limits for Oxides of Nitrogen (NO_x) and small particles (PM₁₀) for the plant would be set by the Secretary of State for the Environment, Food and Rural Affairs.
11. The proposals include setting emission limits for gas and solid fuel boilers under 1 Megawatt in size. 'Solid fuel' is fuel such as wood or coal which is solid, rather than gas. This would capture appliances which will not be regulated under the Medium Combustion Plant Directive. This Directive has recently been transposed into domestic legislation. It sets emission limits for larger sized plant and will be regulated by the Environment Agency.
12. The proposals also recommend emission limits for a range of other machinery to ensure that any piece of defined plant used within an area, whether temporary or permanent, would meet high emission standards. Specifically:
 - non-road mobile machinery – this includes mobile generators such as those used in street works, to support filming and a range of construction equipment
 - generators – in buildings these are used for supplying electricity to that building in the event of an emergency
 - combined heat, cooling, and power plants – this is equipment that uses a heat engine to produce electricity, as well as useful heat and in some cases cooling
13. The limits imposed in respect of gas boilers, solid fuel burners, and combined cooling heat & power plants would not affect current installations. This would ensure that people who have purchased such appliances would not be

disadvantaged by the provisions, which would only apply to future installations. The proposals would provide clarity and consistency for equipment installed or used in designated areas in London.

14. The proposals would also allow for the designation of times during which the operation of stationary generators in buildings would be prohibited, other than in an emergency. This is likely to be under certain weather conditions when air pollution is already high. Currently, stationary generators can be operated to sell electricity to the National Grid, or to provide electricity to the building in times of peak electricity demand. The original purpose of a standby generator is generally just to provide backup electricity during a power cut.
15. The proposals also include an increase in the fine for stationary idling from £20 to £100, to provide a more effective deterrent.

Consultation

16. London Councils has agreed to work with the City Corporation on the development of the proposals. The Chairman of London Councils Transport and Environment Committee (TEC) spoke about the proposals in an update to TEC Committee on 11 October 2018. Informal discussions have been held with London Boroughs at an officer level, all of whom were supportive of the principles outlined.
17. More formal consultation with the Department for Environment, Food & Rural Affairs (Defra), the Greater London Authority, London Councils, London Boroughs and other relevant stakeholders is proposed if Members approve this report.
18. Defra recently published a draft Clean Air Strategy for consultation. The draft strategy contains the proposals detailed below. No timescales have been given. It has been suggested by Defra that these provisions may form part of a new Environment Bill, which is scheduled for publication once the United Kingdom has left the European Union. The proposals are in line with those of the City Corporation:
 - Close the regulatory gap between the current Ecodesign, and Medium Combustion Plant Directives to tackle emissions from plants in the 500kW to 1MW thermal input range.
 - Consider the case for setting tighter emission controls for biomass installations to reduce PM pollution from energy generation.
 - Give local government new legal powers to take decisive action in the most polluted areas through local Clean Air Zones that can lower emissions from a wider range of sources than transport alone.
 - Cut emissions from non-road mobile machinery and give local authorities tough new powers to control the use of such machinery where it is causing an air pollution problem.

Corporate & Strategic Implications

19. The proposals support the aims and objectives of the City of London Air Quality Strategy 2015–2020, in addition to many other corporate policies and strategies. It also goes towards addressing air quality, which has been identified as a corporate risk.
20. It supports two key Corporate Plan outcomes:
 - a. 'People enjoy good health and wellbeing'
 - b. 'We have clean air, land and water.....'

Conclusion

21. Given the lack of regulatory powers currently available to control emissions from certain combustion plant across London, and the contribution of that combustion plant to local levels of air pollution, the City Corporation intends to work with London Councils to develop the proposals outlined in Appendix A.
22. More formal consultation will take place with the Department for the Environment Food and Rural Affairs, the Greater London Authority, London Boroughs and other interested parties.

Appendices

Appendix 1: Emission Reduction Proposals

Ruth Calderwood

Air Quality Manager

T: 0207 332 1162

E: ruth.calderwood@cityoflondon.gov.uk

Jaysen Sharpe

Assistant Parliamentary Affairs Counsel

T: 0207 332 3045

E: jaysen.sharpe@cityoflondon.gov.uk

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APPENDIX 1: PROPOSED CONTENTS OF AN EMISSION REDUCTION BILL

Air Quality Improvement Area

The trigger for a range of air quality measure would be the designation of an area as an ‘Air Quality Improvement Area’, where the levels of air pollution in an area exceed World Health Organisation Air Quality Guidelines. Within such an area the following provisions will apply.

Gas Boilers

The installation of boilers with a rated heat output of under 1 megawatt would be prohibited unless they comply with an emissions limit to be set by the Secretary of State. The provision would close the regulatory gap by including boilers which are not currently captured by the Medium Combustion Plant Directive. Installing or permitting the installation of a boiler in contravention of this provision would be an offence.

Non-Road Mobile Machinery

This would include mobile generators and construction equipment such as excavators. Unless the amount of NO_x and PM emitted by such machinery was below a limit set by the Secretary of State or the type of machinery had been exempted, their operation within an air quality improvement area would be an offence.

Stationary Generators

The proposals would prohibit the installation of stationary generators with a rated thermal input of less than 1 megawatt unless the amount of NO_x and PM emitted was below a limit to be set by the Secretary of State. The installation of a stationary generator in contravention of this provision would be an offence.

Additionally, it is intended that, in the case of existing generators, their operation during specified periods would be prohibited, except in an emergency.

Solid Fuel Boilers

It is proposed that it would be an offence to install or permit the installation of a solid fuel boiler unless the amount of NO_x and PM emitted by the boiler were less than an amount to be set by the Secretary of State.

Combined Cooling, Heat and Power Plants

The installation of combined cooling, heat and power plants would be prohibited unless the amount of NO_x and PM emitted were less than an amount specified to be set by the Secretary of State. Installing or permitted the installation of such a plant would be an offence.

Penalties and Defences

Offences would be punishable on summary conviction by a fine not exceeding level 5 on the standard scale.

It would be a defence to show that, where a limit is exceeded, the plant was designed, or the person reasonably believed it to have been designed, to comply with the NO_x or PM limit, it had not been modified other than in accordance with the manufacturers' instructions and it had been properly maintained.

Stationary Idling

It is proposed to increase the penalty for stationary idling of a vehicle from £20 to £100.

JAYSEN SHARPE

OFFICE OF THE CITY REMEMBRANCER

Committee(s)	Date(s):
Policy and Resources Committee – for decision	15/11/18
Planning and Transportation Committee – for information	20/11/18
Subject: City Corporation's Proposed Approach to Carbon Offsetting	Public
Report of: Carolyn Dwyer – Director of the Built Environment	For Decision
Report author: Janet Laban - Department of the Built Environment	

Summary

The Corporate Plan commits the City to “Provide a clean environment and drive down the negative effects of our own activities” as part of a longer term aim to move to a Zero Carbon Emissions City. Development within the City provides opportunities for carbon emission reductions in new buildings or off-setting contributions where this is impractical on-site. The purpose of this report is to set out the City Corporation's approach to the collection and allocation of carbon offsetting contributions associated with development in the City, which will assist in the move to a Zero Emissions City.

The London Plan and the City's Local Plan set targets for carbon emission reduction through development relative to Building Regulations requirements. A carbon offsetting contribution is payable where development is unable to meet these carbon emission reduction targets on site. It is estimated that through carbon offsetting more than £2.3 million will be available over 5 -7 years on completion of developments that have already been granted planning permission. Contributions are likely to increase due to tightening of the London Plan policy from 2019 when all development will need to be zero carbon. The current cost of carbon is set at £60 per tonne and will increase to £95 per tonne in 2019 in line with draft London Plan recommendations.

Carbon offset funds received will be used to deliver reductions in carbon emissions from retrofitting measures in publicly owned operational buildings (i.e. excluding “investment properties”) where those measures provide additional carbon emission reductions that would not otherwise be achieved. The range of projects is identified in Appendix 3. Project approval will be through the Corporate Projects procedure. Funds will be pooled and ring fenced for carbon reduction projects as defined in the Planning Obligations Supplementary Planning Document (SPD). The Built Environment Department will oversee administration, evaluation and monitoring of carbon-offsetting contributions. The City Surveyors' Energy Team will manage implementation of carbon reduction projects.

Recommendations

Members are recommended to

- Approve the proposed approach to carbon offsetting for the City.

Main Report

Background

1. Buildings are responsible for over 76% of the carbon emissions within London¹ with commercial buildings responsible for most emissions in the City².
2. Redevelopment presents an opportunity to improve the energy and carbon performance of individual buildings and the City as a whole. Adopted planning policies in the London Plan and City of London Local Plan aim to secure carbon reduction, moving towards zero carbon buildings from 2019.
3. For new development, where developers are unable to meet London Plan carbon reduction targets on-site, the shortfall can be accounted for through a carbon offsetting financial contribution to the relevant borough which is secured through a S106 agreement.
4. The City Corporation has set up a “Carbon Fund” to receive offsetting payments. The London Plan requires that offsetting payments must be ring fenced to implement carbon reduction projects elsewhere. The Mayor of London’s Sustainable Design and Construction Supplementary Planning Guidance states that “it is essential that boroughs identify a suitable range of projects that can be funded through the carbon dioxide off-set fund” (paragraph 2.5.18) and that “preference should be given to retrofitting publicly owned property as this would provide wider community benefit” (paragraph 2.5.19)

Current Position

5. The City of London Local Plan requires carbon offsetting contributions on major development, where the energy strategy shows that the development will be unable to meet the London Plan carbon targets. The London Plan requires residential development to be zero carbon and non-domestic development to achieve a 35% improvement over the current Building Regulations Part L requirements. Any shortfall is offset through a financial contribution which is secured through a S106 agreement and is payable to the local authority. In the City, this payment is due on completion of the development.
6. The carbon offsetting contribution is set to increase due to the adopted London Plan requirement for all development (residential and non-residential) to meet zero carbon standards from 2019. In addition, the GLA’s proposed cost of carbon is set to rise from £60 per tonne to £95 per tonne from 2019 when the draft London Plan is adopted. Viability testing of the draft London Plan indicates that zero carbon requirements would not impact adversely on the viability of development.
7. The carbon offsetting contribution is calculated using the following formula:

¹ https://www.london.gov.uk/sites/default/files/london_environment_strategy.pdf

² <https://www.cityoflondon.gov.uk/services/environment-and-planning/sustainability/Documents/zero-emissions-city-2018.pdf>

$$\text{Carbon Off Set Contribution} = (T - R) \times Y \times Z$$

Where:

T is the target reduction in carbon dioxide emissions (tonnes CO₂)

R is the actual reduction in carbon dioxide emissions (tonnes CO₂)

Y is the number of years for which the contribution is payable, being 30 years

Z is the cost of carbon per tonne taken from the Mayor's Sustainable Design & Construction SPG (paragraph 2.5.12) being £60 per tonne of carbon dioxide

Further detail on the policy requirements for carbon offsetting and an example calculation is detailed in Appendix 1.

8. Several carbon offsetting agreements are already in place with an estimated total income of £ 2.3 million projected from developments in the pipeline. Over £1million is projected by 2020 from developments that are already under construction. The remainder will be paid on completion of development up to 2023. Appendix 2 shows the projected carbon offsetting contributions from the development pipeline.

Options

9. In managing the carbon offsetting process there are several options which will influence the effectiveness of the fund in reducing the City's building-related carbon emissions. These include variation in the price of carbon, whether carbon equivalence is required for offsetting projects, types of carbon reduction projects eligible for funding and project sponsors. Different options for governance, allocation, administration and monitoring of the carbon offsetting fund have also been considered. The preferred approach is outlined below:
10. **Carbon price per tonne.** The price per tonne of carbon must be set at a rate that will not adversely affect the viability of development whilst providing sufficient funding for carbon reduction projects. Setting too low a price would risk developers opting to pay rather than improve carbon performance on site and might not provide sufficient funds for effective carbon reduction elsewhere.
11. The City's current carbon price of £60 per tonne is expected to rise in line with proposals in the draft New London Plan to £95 per tonne in 2019. This figure has been subject to viability testing as part of the London Plan review and found not to adversely impact on the viability of development London-wide.
12. **Carbon equivalence.** The London Plan requires that the carbon offsetting contribution must be ring fenced to deliver carbon reduction elsewhere. There is no requirement to deliver equivalent carbon savings to offset the development's shortfall over a 30-year period (known as carbon equivalence).
13. The City's Carbon Fund will be used for a range of projects without guaranteeing carbon equivalence. However, projects with the highest rate of carbon reduction per pound spent will be prioritised.

14. **Building related projects or wider project base.** Carbon reduction projects funded through financial contributions must provide additionality (emissions reductions that would not have occurred in the absence of the contribution). LED street lighting, tree planting, electric charging points and improvements in the energy efficiency of buildings are all project options. To minimise the City's total emissions from its building stock, building related projects should be prioritised. Building related carbon emissions are reflected in national statistics³ whereas carbon reduction for other sources is not.
15. The City Carbon Fund will focus on carbon reduction projects in the City Corporation's operational buildings thus reducing the City's total building related carbon emissions.
16. **Project sponsor** – in administering the carbon offset fund the City Corporation could consider bids for funding from a range of different organisations, public, private and third sector. The administrative costs associated with processing bids and ensuring compliance with regulatory requirements would be disproportionate to the levels of funding available in the initial phase. Funding bids from other organisations may be considered in the future. A review of carbon offsetting approaches across all London Boroughs carried out for the GLA⁴ found that at the time of the review only 7 boroughs had spent any offsetting funds on projects. Of those boroughs that identified projects the majority listed public or community buildings. This is consistent with advice in the Mayor of London's Sustainable Design and Construction Supplementary Guidance that preference should be given to publicly owned property where wider community benefit can be achieved. It is important to ensure that the funds can be spent as efficiently as possible to avoid disproportionate administration costs and to ensure that they do not have to be repaid under the S.106 Agreement terms
17. Therefore, the City Carbon Fund will initially be spent on carbon reduction projects for City Corporation owned operational buildings.
18. **Funding allocation** Analysis shows that carbon offsetting contributions could yield up to £2.3 million on completion of developments which are currently in the planning pipeline. This level of contributions is likely to increase from 2019. Allocation of this funding must follow an open and transparent process.
19. The City Carbon Fund will be used for carbon reduction projects on City Corporation owned properties (excluding investment properties) where the widest community benefit can be achieved and where measures will deliver carbon reductions additional to those which could otherwise be achieved. The projects will be proposed by the City Surveyor's Corporate Energy Team, within the range identified in Appendix 3, with a capital spend of over £50,000, and considered through the Corporate Projects procedure. The focus on buildings in the City accords with Mayoral advice and will bring local benefits that will be recognised in national monitoring programmes which are published at local authority level

³<https://www.gov.uk/government/statistics/uk-local-authority-and-regional-carbon-dioxide-emissions-national-statistics-2005-2016>

⁴ [National Energy Foundation "Review of Carbon Offsetting Approaches in London" 1 June 2016](#)

associated with residential, commercial and transport carbon emissions. In addition, the City Corporation will continue to address climate change issues in other ways such as its management of open spaces and trees which absorb carbon.

20. **Administration, evaluation and monitoring.** The administration, evaluation and financial and carbon monitoring for the City's Carbon Fund will require additional resource. Administration costs are required from developers to cover the costs incurred in drawing up s106 obligations and monitoring costs are secured for the review of submitted documents. These funds would cover planning officer's administration and monitoring of the City Carbon Fund including publication of an annual monitoring report. Monies will be drawn on as additional duties emerge and periodically reviewed. Project evaluation and implementation costs will be included in the project proposal.
21. The City's building and transport related carbon emissions are published annually by BEIS at local authority level. The use of carbon offsetting funds to benefit the carbon performance of local building stock will be reflected in this Government monitoring. Other options which focus on projects outside the City or non-building related projects such as additional tree planting would also bring benefits, but these would not be reflected in such monitoring. This report therefore proposes that building related projects within the City are prioritised, thereby reinforcing the drive to a more energy resilient, low carbon City. This is in line with the Mayor's Sustainable Design and Construction Supplementary Planning Guidance which states that in spending the carbon offsetting fund "Preference should be given to retrofitting publicly owned property as this would provide wider community benefit."
22. Annual reviews will evaluate the effectiveness of this approach. As the level of funding available through the City Carbon Fund increases this approach will be reassessed to consider a wider range of sponsors and projects.

Proposals

23. Carbon offsetting provides an opportunity to accelerate the City's progress towards achieving zero carbon and becoming a Zero Emissions City, through suitable investment in carbon reduction projects in the City's buildings. The preferred options outlined in the previous section provide the basis for management of this source of funding to deliver the most effective contribution to carbon reduction in the City.
24. Where major development cannot meet London Plan or City Local Plan carbon reduction targets on-site, contributions to the City Carbon Fund will be secured through S106 agreements. Contributions to the City Carbon Fund will be pooled and ringfenced for carbon reduction projects which improve the carbon performance of publicly owned buildings within the range identified at Appendix 3. Approval of suitable projects will be through the Corporate Projects Gateway Approvals process and monitoring will ensure that the City Carbon Fund is appropriately managed, contributing to the City's pathway to zero carbon.

Corporate & Strategic Implications

25. The Corporate Plan 2018-23 includes the aspiration to positively impact people and the environment by championing responsible practices to improve economic, social and environmental outcomes. This proposal will improve the environmental outcomes for the City and has the potential to improve social outcomes depending on the nature of the projects funded.
26. The City of London Responsible Business Strategy commits the City to implementation of a carbon offsetting scheme to invest in carbon reduction projects through the City Carbon Fund.

Implications

27. Carbon offsetting provides a new funding source for carbon reduction projects but will need to be managed effectively and transparently.
28. Under current London Plan policy and carbon price (£60) the City Carbon Fund is set to receive £2.3 million on completion of developments that are already in the planning pipeline. The carbon price is set to rise to £95 per tonne in 2019.
29. The draft London Plan proposes that all developments should be zero carbon from 2019. This compares with the current requirement for a 35% reduction in carbon emissions compared with the 2013 Building Regulations. Under current policy a development with a 31% reduction (a 4% shortfall) would have to make a carbon offsetting payment of £14,500; under a zero-carbon requirement, this payment would increase to £234,000. Viability testing of the draft London Plan indicates that zero carbon requirements would not impact adversely on the viability of development.
30. The City Carbon Fund will initially be relatively small, it could potentially provide substantial funding for carbon reduction projects in the City in future years.

Health Implications

31. The proposals outlined in this report do not have immediate health implications however failure to reduce global carbon emissions could have catastrophic health consequences for some parts of the world. The implementation of this report will assist in the move to a Zero Emissions City.

Conclusion

32. Carbon targets and carbon offsetting provide a means of accelerating carbon reduction through development in the City. This report outlines the City Corporation's proposed approach to carbon offsetting, sets out the parameters for the allocation of funds and the implementation of carbon reduction projects and proposes a governance structure for this funding stream.

Appendices

- Appendix 1 – Policy background and carbon offsetting calculations
- Appendix 2 – Development pipeline-estimated carbon offsetting contributions
- Appendix 3 - Indicative list of carbon reduction projects

Janet Laban

Senior Sustainability Planner – Department of the Built Environment

T: 020 7332 1148 Email: janet.laban@cityoflondon.gov.uk

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Committee(s): Policy & Resources Committee	Date(s): 15/11/2018
Subject: City of London Community Infrastructure Levy – Neighbourhood Portion Proposed Governance Arrangements, Grant Application Process and Assessment Criteria	Public
Report of: Carolyn Dwyer, Director of the Built Environment	For Decision
Report author: Peter Shadbolt, Department of the Built Environment	

Summary

The City Corporation adopted a Community Infrastructure Levy (CIL) in 2014 and the funds received have gradually built up as developments have proceeded. CIL Regulations require that 15% of CIL receipts be reserved for neighbourhood funding. Local authorities are required to engage with communities on how this neighbourhood funding should be used to support development of the area. Local authorities are required to report annually on the collection and use of CIL funds, identifying separately the amount of funds allocated to neighbourhood funding.

This report sets out the proposed governance arrangements, grant application process and assessment criteria for how the City CIL neighbourhood fund should be used. It proposes that City communities will be able to submit bids to the City Corporation for grant funding for projects which meet the legislative requirements for the use of CIL and which deliver community benefits for the City. The proposed City CIL neighbourhood fund grant application process and assessment criteria have been designed to complement those used by the City Bridge Trust and could be managed by the Central Grants Unit to ensure value for money and consistency with established grant procedures.

Bids for City CIL neighbourhood funds could be submitted online by eligible community organisations (defined in Appendix 1), by ward Members with community support or by Corporation service departments who can also demonstrate community support. Bids could be managed by the Central Grants Units, with funding allocations assessed initially by the officer Priorities Board, which would make recommendations to Resource Allocation Sub-Committee.

Before these proposed arrangements are adopted, it is recommended that public consultation on them takes place with City communities. Following this consultation, the proposed arrangements will be brought back to this Committee.

Recommendation

Members are recommended to:

- Authorise public consultation to identify priorities for the use of the City CIL Neighbourhood Fund, and
- Approve the draft governance arrangements, grant application process and assessment criteria for the City CIL neighbourhood fund as set out in Appendix 1, for consultation with City communities.

Main Report

Background

1. Under the 2008 Planning Act and the Community Infrastructure Levy Regulations 2010 (as amended), 15% of Community Infrastructure Levy (CIL) receipts are reserved for neighbourhood funding, or 25% where there is a neighbourhood plan. Regulations require neighbourhood funding to be passed to a neighbourhood forum, parish or town council, where they exist. Where they do not exist (as in the case of the City of London), the local authority will retain CIL neighbourhood funds but should engage with communities where development has taken place and agree with them how best to spend this element of CIL.
2. In accordance with national Planning Practice Guidance, local authorities are required to set out clearly and transparently how they will engage with communities and the use of the neighbourhood fund should match the priorities expressed by these local communities. There is no prescribed method for consultation, but guidance suggests that existing community consultation processes should be used, including working with local businesses, neighbourhood groups and networks and local elected member networks.
3. Regulations require that the neighbourhood fund must be used to support the development of the local council's area, or any part of that area. The scope of projects that can be funded through the CIL neighbourhood fund is wider than that allowed for other CIL funding, and can be used for:
 - a) the provision, improvement, replacement, operation or maintenance of infrastructure; (the same criteria as for other CIL funds) or
 - b) anything else that is concerned with addressing the demands that development places on an area (additional flexibility for neighbourhood fund).

In delivering against (b) above, the neighbourhood fund does not have to be spent in accordance with the local authority's CIL spending priorities (set out in its Regulation 123 List) and can be spent on a much wider range of projects.

4. Local authorities are required to report annually on the collection and use of CIL funds, identifying separately the amount of CIL neighbourhood funds and how they have been used.

Current Position

5. The City of London CIL has operated since 1 July 2014. At August 2018, total CIL funds received stood at £31.1m, of which £4.7m will be reserved for neighbourhood funding.
6. Projections of future income between the rest of 2018 and 2021 indicate total CIL income of approximately £20.7m, of which £3.1m would be set aside for neighbourhood funding.

Proposals

7. To meet legislative requirements the City Corporation needs to put in place governance arrangements for the use of City CIL neighbourhood funds, which explain how the funds will be used and how the Corporation will take account of community priorities. The funds have gradually built up as development has proceeded and it is now an appropriate time to set out how they will be used.
8. CIL Regulations define neighbourhoods in terms of parish council, town councils, or a formally constituted neighbourhood forum. As there are no such constituted bodies currently in the City, it is for the City Corporation to define what it means by neighbourhood. Given that the City is little more than a square mile in extent, it is proposed that the entire City be considered a single neighbourhood for consideration of City CIL neighbourhood funds.
9. National Planning Practice Guidance indicates that the City Corporation should consult with communities within the defined neighbourhood on priorities for how the neighbourhood fund should be used. It is proposed that public consultation be undertaken with the City's communities to identify broad overarching priorities for the use of CIL neighbourhood funds. Communities will be asked to identify priorities, and suggest potential projects, within the framework of the types of infrastructure identified as suitable for CIL funding set out in the City Corporation's statutory Regulation 123 List:
 - Community facilities
 - Decentralised energy facilities
 - Education facilities
 - Emergency services facilities
 - Flood defence and flood risk alleviation
 - Pipe subways
 - Play space facilities
 - Publicly accessible open space, sports and recreation facilities
 - Public health care facilities
 - Public realm enhancement
 - Transport improvements
10. Communities will, however, be free to suggest alternative priorities through the consultation and these would need to be considered by the Corporation in responding to the consultation and the final design of the Neighbourhood Fund.
11. The consultation will make clear that identifying a particular project does not guarantee that CIL neighbourhood funding will be allocated to that project. Funding allocations will be subject to the wider governance arrangements and assessment criteria, which will also be published for consultation.
12. Subject to the consultation outcome, it is proposed that use of City CIL neighbourhood funds will be subject to an application process with qualifying community organisations submitting bids online which will be assessed against

published criteria. The proposed governance arrangements, the grant application process and the assessment criteria are set out in Appendix 1.

13. Grant applications should take account of the CIL Regulations regarding the scope of projects that can be funded by CIL as set out in paragraph 3 above.
14. Grant applications should be aligned with the City Corporation's Corporate Plan, the City Local Plan, the City's Transport Strategy or other adopted and published service delivery plans and strategies. These strategies have undergone significant public consultation within the City and with City communities and therefore are directly relevant to spending decisions. Where applications diverge from adopted priorities, the City Corporation will need to consider whether the benefits of the proposed scheme justify funding outside of existing priorities.
15. Grant applications should include the submission of feasibility and deliverability plans for proposed projects and should demonstrate value for money, including identifying match or contributory funding from other sources. Applications should not be submitted for projects that are being delivered through other City CIL funding allocations.
16. City Corporation Departments will also be able to bid for neighbourhood funds but will need to demonstrate community support to be successful.
17. All City CIL neighbourhood grant applications would be assessed by the officer Priorities Board, which would then recommend bids for approval by Resource Allocation Sub-Committee.
18. In March 2016, the Resource Allocation Sub-Committee and the Policy and Resources Committee received a report outlining the work that had been undertaken to date to implement the recommendations of the Effectiveness of Grants Service Based Review. The aim of the review was to increase the strategic impact of grant-making, ensure that the grants are managed more efficiently and effectively, improve the consistency and quality of the customer experience and so bring consequential reputational benefits. It was agreed that a consolidated Central Grants Programme (CGP) be implemented.
19. In order to manage the CGP effectively a new Central Grants Unit (CGU) was established. The CGU manages all grant applications, monitoring and evaluation processes and committee reporting procedures.
20. The CGU is co-located within City Bridge Trust in order to facilitate consistency of approach and harmonise service standards. The Chief Grants Officer, responsible for the grant-making activities of CBT maintains an overview of the CGU, with relevant input from the Head of Charity and Social Investment Finance.
21. The proposed City CIL neighbourhood grant funding criteria take account of grant funding criteria adopted by the City Corporation's CGP. The CGU could manage the application process, undertaking due diligence of applicants and managing the payment of funds to ensure a consistent approach across all Corporation grant funding mechanisms, and value for money. The cost of management would

be met from the 5% of CIL funds set aside by statute to cover CIL administration. The potential scale of applications for funding and the administrative cost is currently unknown, but it is likely there will be efficiencies arising from management through the CGU compared with managing the process through service departments. Information about CIL neighbourhood funds would be posted on the City Corporation's website, inviting qualifying community organisations to submit bids for funding using a standard application form. This could be supplemented on an ongoing basis by inviting City CIL funding bids via consultation processes on other Corporation plans and strategies and through other consultation meetings.

22. The grant application process will include guidance on the completion and submission of applications. It may be necessary to supplement this published guidance with practical support to community groups on how to bid to ensure that all sections of the community have the opportunity to make use of CIL funds in an appropriate way. Mechanisms for delivering this support will need to be considered prior to the bid process coming into effect.
23. It is proposed that consultation is undertaken on the proposed governance arrangements, grant application process and assessment criteria. The consultation would be carried out in line with the statutory requirements for consultation on the Community Infrastructure Levy, using the City Corporation's planning policy database and information posted on the City's website.

Corporate & Strategic Implications

24. Adoption of a mechanism enabling City communities to bid for funding from the City CIL neighbourhood fund will contribute towards meeting the 3 aims of the Corporate Plan 2018-23, particularly contributing to a flourishing society and shaping an outstanding environment.

Implications

25. The proposed grant funding would make use of City CIL neighbourhood funds which are required by statute to be used to assist in the delivery of new infrastructure to meet community needs. The costs of management of the grant application process will be met through the 5% of CIL funds set aside by statute to cover CIL administration.
26. The proposed governance criteria have been subject to an Equalities Impact Assessment which *(to be completed once principle is approved by Summit Group)*.

Conclusion

27. Community Infrastructure Levy legislation requires local authorities to reserve between 15% and 25% of CIL receipts for neighbourhood funding. Where there is no recognised parish or town council or neighbourhood forum, the local authority will retain the neighbourhood fund but must spend it on infrastructure which meets community needs. The local authority must consult the community on how these funds will be used.
28. It is proposed that City communities be invited to bid for grant funding from the City CIL neighbourhood fund. The grant funding process could be managed by

the Corporation's Central Grants Unit, with funding decisions taken by the Resource Allocation Sub-Committee after consideration of recommendations from the officer Priorities Board. The City CIL neighbourhood fund grant application process and assessment criteria set out in Appendix 1 will be issued for consultation with local communities prior to their review and adoption.

Appendices

Appendix 1 – City CIL Neighbourhood Fund Proposed Governance Arrangements, Grant Application Process and Assessment Criteria

Peter Shadbolt

Assistant Director (Planning Policy)

T: 020 7332 1038

E: peter.shadbolt@cityoflondon.gov.uk

City CIL Neighbourhood Fund: Proposed Governance Arrangements, Grant Application Process and Assessment Criteria

Governance Arrangements

1. City CIL neighbourhood funds will be allocated on submission of valid bids (i.e. those that meet the adopted assessment criteria for the Neighbourhood Fund) from communities within the City of London. The determination of these bids will rest with the City Corporation. The City Corporation's funding determinations will be clearly communicated to applicants and published on the City Corporation website.
2. Bids will be managed by the City Corporation's Central Grants Unit, with scheme specific assessment undertaken by the officer Priorities Board and recommendations for funding made to Resource Allocation Sub-Committee for their determination.

Grant Application Process

3. Applications for City CIL neighbourhood grant funding will be invited two times a year to complement the meetings calendars of Priorities Board and Resource Allocation Sub-Committee. Application deadlines will be posted on the City Corporation's website.
4. Applications for City CIL neighbourhood grant funding should be submitted via an online application form.
5. An upper ceiling or minimum level of funding may be placed on the value of applications – this level will be informed by response to the consultation process. The City Corporation's Resource Allocation Sub-Committee will have the authority to exceed any limit where supported by robust evidence.
6. Applications should provide details of the group or organisation bidding for funding. Applications will be accepted from:
 - o Constituted voluntary organisations and resident associations
 - o Constituted business organisations and associations
 - o Registered charities
 - o Registered community interest companies
 - o Charitable companies (incorporated as not for profit)
 - o Registered charitable incorporated organisations
 - o Exempt or excepted charities
 - o Registered charitable industrial and provide society or charitable cooperative.

Applications from individuals should be made via a City-based constituted organisation or group falling into the above definitions.

Applications will also be considered from City Corporation service departments, where they demonstrate community support.

7. Applications should be supported by a Ward Member or be submitted by a Ward Member on behalf of a community group falling into one of the above definitions.

Assessment Criteria

8. Applications for City CIL neighbourhood grant funding will be managed by the City's Central Grants Unit, who will also ensure that grant spending is undertaken in accordance with the terms of any grant allocation.
9. Applications should demonstrate that funding will be used to meet the Regulatory requirements for CIL funding set out in Community Infrastructure Levy Regulation 59c:

"a) the provision, improvement, replacement, operation or maintenance of infrastructure; or

(b) anything else that is concerned with addressing the demands that development places on an area."

10. Applications should demonstrate how the proposed project aligns with the City Corporation's adopted priorities for the use of CIL neighbourhood funds, the City's Corporate Plan, Local Plan, Transport Strategy or other adopted and published service delivery plans/strategies. Where projects do not align with these priorities, applicants will need to demonstrate that the benefits of the project justify funding outside of published priorities.
11. Applications should include evidence of the feasibility and deliverability of the project, including a delivery plan or business plan where possible.
12. Applications should identify any ongoing revenue costs as a result of the project, such as future maintenance costs, and identify how these costs will be met and by whom. Additional bids for City CIL Neighbourhood Funding to meet future revenue costs will not normally be accepted.
13. Applications should demonstrate how the project will deliver value for money, including through the identification of contributory or match funding from other organisations, and the amounts of any such funding.
14. Applications to fund projects which are already in receipt of other City CIL funding will not normally be accepted.

Committee(s):	Date(s):
Policy and Resources Committee - for decision	15 November 2018
Planning and Transportation Committee – for decision	20 November 2018
Subject: Transport for London funding: LIP Annual Spending Submission 2019/20, Liveable Neighbourhood	Public
Report of: Carolyn Dwyer, Director of the Built Environment	For Decision

Summary

This report covers the provision of Transport for London funding to the City of London Corporation. Alongside the Planning and Transportation Committee, this report would usually be submitted to the Resource Allocation Sub Committee (RASC); however, in order to meet TfL timetable to receive Annual Spending Submission in November this is being brought to the Policy and Resources Committee directly, as the next meeting of RASC is not until December.

It seeks approval for the projects that will be included in the City Corporations 2019/20 Annual Spending Submission which allocates 'Corridors, Neighbourhoods & Supporting Measures' and 'Local Transport Initiatives' grants totalling £980,000. The schemes which can be selected for this TfL Corridors, Neighbourhoods funding stream are limited to those which meet TfL Mayor's Transport Strategy (MTS) criteria.

The report also seeks approval to spend additional grant funding for the current financial year of £106,822. It is proposed that this is used to support the delivery of Legible London maps and signs across the Square Mile.

Members are asked to give the Director of the Built Environment delegated authority to approve reallocations of the 2019/20 Corridors and Neighbourhoods and Local Transport Initiatives grants of up to £100,000 within the financial year, across the programme. Any reallocations will be subject to TfL approval.

Finally, the report requests that Members approve the submission of a Liveable Neighbourhood bid to seek a £3.25 million contribution towards transport and public realm improvements in the City Cluster. Liveable Neighbourhoods is a programme that funds large projects (over £1 million) that will deliver area-based transport and public realm improvements.

Recommendations

Members are recommended to:-

- Approve the projects to be included in the City Corporation's 2019/20 Annual Spending Submission.
- Approve delegated authority for the Director of the Built Environment to approve reallocations of the 2019/20 Corridors and Neighbourhoods grant of up to £100,000 within the financial year.
- Approve the allocation of the additional awarded sum of £106,822 for 2018/19 to the delivery of Legible London
- Approve the submission of a Liveable Neighbourhoods bid for the City Cluster.

Main Report

Background

1. Under Section 159 of the Greater London Authority Act 1999, TfL is empowered to provide grants to London boroughs and the City for the provision of safe, efficient and economically viable transportation facilities and (or) services to, from or within Greater London.
2. Every year, TfL provides grants to the City under the Corridors, Neighbourhoods and Supporting Measures, Local Transport Initiatives and Principal Road Maintenance programme.
3. For the 2019/20 financial year TfL will provide the following grants to the City of London:
 - A combined grant of £980,000 under the Corridors, Neighbourhoods and Supporting Measures and Local Transport Initiatives programmes. The City has some discretion over the use of this grant; however, it must be expended on projects that support the delivery of the Mayor's Transport Strategy.
 - £102,000 under the Principal Road Maintenance funding programme. The Principal Road Maintenance grant must be used specifically for the purpose of road renewal, resurfacing and bridge strengthening. The £102,000 allocated to Principal Road Maintenance will be determined by the road renewal, resurfacing and engineering needs within the Transportation and Public Realm Division of the Department of Built Environment.
4. Additional funding is available through the Liveable Neighbourhoods programme for larger projects with a total cost of over £1 million. This funding is allocated through a bidding process that is open to the City Corporation and London boroughs.
5. The Liveable Neighbourhoods programme aims to support high value schemes that seek to convert town centres, interchanges, major junctions and neighbourhoods into more attractive, healthy and accessible public spaces. The programme focuses on improving conditions for walking and cycling, improving access to public transport and implementing traffic reduction measures.

2019/20 Annual Spending Submission

6. The proposed Annual Spending Submission for the 2019/20 TfL Corridors, Neighbourhoods and Supporting Measures and Local Transport Initiatives grants are set out in Table 1.
7. These projects are in line with TfL's guidance, reflect the Mayor's Transport Strategy and the draft Transport Strategy. A brief description of each proposed project is provided in Appendix 1.
8. The schemes which can be selected for this TfL Corridors, Neighbourhoods funding stream are limited to those which meet TfL MTS criteria. Additionally, the schemes have been selected as they support the City's draft Transport Strategy

and have limited opportunity to be funded from other sources. Two of the public realm schemes (Minories and Mansion House have been approved in previous years and are a continuation to complete these projects).

Table 1: Proposed Annual Spending Submission for 2019/20	
	Proposed Allocation
Local Transport Initiatives	
City Cluster and Barbican & Golden Lane Zero Emission Zones	£50,000
City of London Streets Accessibility Standard	£50,000
<i>Sub total</i>	<i>£100,000</i>
Corridor, Neighbourhoods & Supporting Measures	
Healthy Streets minor schemes	£100,000
Legible London City-wide Roll Out	£215,000
Puddle Dock Pedestrian safety and route severance scheme*	£185,000
Mansion House Station walking and public realm improvements	£40,000
100 Minories public realm enhancements	£100,000
Road Danger Reduction campaigns, behaviour change and community engagement	£90,000
Kerbside uses review	£110,000
Lunchtime Streets	£40,000
<i>Sub total</i>	<i>£880,000</i>
Grand Total	£980,000

(*Puddle Dock subject to DBE Project Review)

9. The reallocation of funds between projects during a financial year is often required in response to resourcing and operational issues or new priorities. Approval is sought for the Director of the Built Environment to be given delegated authority to approve reallocations of up to £100,000 across the whole programme within the financial year (2019/20). Any individual project budget changes will still be subject to the usual project procedure gateway approvals.

2018/19 Additional grant allocation

10. TfL has awarded the City Corporation an additional £106,822 funding for the current financial year the Corridors, Neighbourhoods and Supporting Measures programme. This brings our total grant for 2018/19 to £1,122,822.
11. Members are asked to approve the allocation of this additional sum to the Legible London project, which can fully utilise the funding in the current financial year.

Liveable Neighbourhoods

12. It is proposed that a Liveable Neighbourhood bid of £3.25 million be submitted to TfL to seek a contribution towards the costs of delivering transport and public realm improvements in the City Cluster. This bid will cover financial years up to 2022/23 and therefore go beyond the next LIP 3yr plan period. The City Cluster scheme is part of the DBE project review and will therefore be subject to further consideration

later this financial year by Resource Allocation Sub-Committee. Indicative amounts for the City Cluster scheme are in the region of £20m, including CIL, S106, S278.

Corporate & Strategic Implications

13. The use of TfL grants will support the delivery of the City of London Corporate Plan, and in particular the 'People are safe and feel safe' and 'We are digitally and physically well connected and responsive' priorities. The projects are also aligned with the draft Transport Strategy and the Department of Built Environment Business Plan.

Conclusion

14. The proposed 2019/20 Corridors, Neighbourhoods & Supporting Measures projects and Liveable Neighbourhood bid are in line with TfL guidance, the Mayor's Transport Strategy and corporate objectives and priorities.
15. The use of TfL grants for the 2019/20 financial year will provide an appropriate external funding source which will assist in limiting the City Corporation's financial outgoings.
16. All programmes funded by TfL grants must be completed within the 2019/20 financial year. City of London officers will monitor the expenditure of Transport for London grants to ensure funds are fully spent.

Appendices

- Appendix 1 –Summary of proposed 2019/20 Corridors, Neighbourhoods & Supporting Measures and Local Transport Initiatives projects

Samantha Tharme

Department of the Built Environment

T: 020 7332 3160

E: samantha.tharme@cityoflondon.gov.uk

Appendix 1: Summary of proposed 2019/20 Corridors, Neighbourhoods & Supporting Measures and Local Transport Initiatives projects

Local Transport Initiatives

City Cluster and Barbican & Golden Lane Zero Emission Zones

The draft Transport Strategy includes a proposal to establish local Zero Emission Zones covering the City Cluster and Barbican and Golden Lane estates. This funding will support the development of the Zero Emission Zones prior to implementation in following years. This will build on the proposals for emission related restrictions for Moor Lane within the existing Barbican Low Emission Neighbourhood. Further proposals for Beech Street also aim to address poor air quality, this scheme is part of the COL funded programme of work which is not included in this draft document. (CoL funded programme will be included in final document after the Project Review has been undertaken).

Streets Accessibility Standard

Through working with residents, workers and access groups we will define an accessibility standard that goes above and beyond existing accessibility requirements. This ensures that people of all abilities who use our streets have an environment where they can travel comfortably and confidently.

Corridor, neighbourhoods & supporting measures

Healthy Streets minor schemes

Small-scale projects to support the delivery of Healthy Streets including implementing measures to increase priority for pedestrians, improve accessibility, and reduce road danger. Schemes will be identified throughout the year.

Legible London City-wide roll out

The replacement of existing wayfinding with Legible London was agreed at Streets and Walkways Sub-Committee on 24 November 2017. Legible London maps and signs were developed by Transport for London to make it easier for people to walk around London. They provide a consistent approach to wayfinding, with over 1,700 signs and maps already installed across the Capital.

Puddle Dock Pedestrian safety and route severance scheme*

Priority pedestrian route improvement and scheme to address severance and safety at Upper Thames Street, to access riverside. If not supported at project review stage can be diverted to similar scheme subject to usual approvals and agreement with TfL.

Mansion House Station environs.

Proposals include widening footways and accessibility improvements along with public realm. Improvements focused on Little Trinity Lane will deliver an enhanced green public space incorporating seating, lighting and noise and pollution mitigation measures.

100 Minorities public realm enhancements

Proposals include the formation of a brand new green public space to replace under-utilised carriageway space at Crescent, along with a new north-south walking route through the new development that will improve routes to the station and accessibility.

Road Danger Reduction campaigns, behaviour change and community engagement

This encompasses a series of campaigns, programmes and events to influence the attitudes of road users and initiate a change in culture to achieve reductions in the number of people killed and seriously injured on City streets. This will include undertaking attitudinal surveys annually and delivering the Be Brake Ready campaign aimed at drivers and riders.

Kerbside uses review

This review will look at all aspects of kerbside use, including loading activity for freight, taxi circulation and stopping and other parking activity. This review will enable us to identify the current inefficiencies, rationalise use, identify solutions to optimise the efficiency of kerbside for essential traffic, provide more space and infrastructure for people walking and cycling, and deter private motor vehicle trips. This will include using emerging technology for real time management of kerb space.

Lunchtime Streets

'Lunchtime Streets' are pilot timed closures in busy pedestrian environments during the lunchtime peak. St Mary Axe is an example where there is a high density of pedestrians at lunch, together with complaints about traffic and a history of injuries. This will be organised in summer 2019. The event will offer an opportunity to work with businesses in the area to improve the public realm and trial retiming and reduction of the number of vehicles. Further events in other local streets will be organised, with an objective of a rolling programme of at least three streets with this activity over the summer months by 2022

Committees:	Dates:	
Policy and Resources Committee	15 November 2018	
Subject: Old Swan Stairs, Swan Lane Essential Repairs to the Flood Defence Wall & Trig Lane Pier repair works.	Gateway 5 Authority to Start Work Light	Public
Report of: City Surveyor Report Author: Mohamed Dahiye	CS 416-18	For Decision

Summary

Following an inspection by the Environment Agency in January 2016, the City Corporation received a notice which identified essential structural repairs required to the tidal flood defences adjacent to Swan Lane and Trig Lane. An issue report requesting funding for investigation works was approved and consultants subsequently carried out a detailed conditions survey of the flood defence wall, developing options for repair works. The extent of the works required has been identified and a tender process undertaken, and it is now proposed that Priest Stone Work and Restoration Limited are appointed to deliver the works.

Whilst funding for the majority of works (the Trig Lane element) has previously been agreed, to be funded from the general reserves of the Bridge House Estates Trust, funding for the Swan Lane element of the works is subject to a request for an allocation from the 2018/19 City's Cash provision for new schemes and an allocation of £63,545 is consequently sought.

Recommendations

That the Policy and Resources Committee approve an allocation from the 2018/19 City's Cash provision for new schemes, to fund the budget shortfall of £63,545 (including £12,250 risk allowance) for the Swan Stairs works. Please see **Appendix 1** for source of funding detail.

Approval would ordinarily be sought first from the Resource Allocation Sub-Committee; however, the direct approval of Policy and Resources is sought on this occasion in order to meet the deadline tender offer from Priest Stone Work & Restoration Limited (which expires on 30/11/2018). If these works are delayed any further the City Corporation is at risk of non-compliance and project delay.

Main Report

1. Design summary	<p>Following an inspection by the Environment Agency in January 2016, the City received a notice which identified essential structural repairs required to the tidal flood defence at Trig Lane and Swan Lane. Copies of this notice can be made available to Members on request.</p> <p>Chamberlain Consulting were appointed to carried out a condition survey to inform the scope of the repairs. This survey was used to develop the detailed tender pack for the remedial works.</p>
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	<p>Members should note that a previous tender exercise carried out in early 2018 resulted in a nil return. A second tender exercise carried out in mid 2018 resulted in one tender bid by Priest Stone Work and Restoration Limited.</p> <p>Officers will appoint a structural engineer to act as a supervisor during the construction phase, to provide structural engineering guidance to the contractor.</p> <p>Works were originally presented at Gateway 1-2 as individual projects following the regular route of the Project Procedure. However, in order to gain economies of scale and to ensure they are project-managed in the most efficient way, they have been combined into a single project and procured as one contract and, due to the value, will follow the light route.</p> <p>This approach was proved by Projects Sub Committee on 10 October 2018.</p>
2. Delivery team	<ul style="list-style-type: none"> • Main Contractor & Principal Designer – Priest Stonework and Restoration limited • Cost Consultants – Fulkers LLP • Structural Engineering - TBC • Project Management - City Surveyors <p>For the Structural engineering role, we have received fee quotations for this appointment. The structural engineering consultants who were involved in the Gateway 1-2 stage submitted a fee proposal that would take their total fee above 10k. Due to procurement rules on any work that exceed the 10k threshold, we have asked that consultants resubmit this through a short formal tendering process.</p>
3. Programme and key dates	<ul style="list-style-type: none"> • Authority to start works approved – November 2018 • Contractor Mobilisation – 3/4 weeks • Construction works Stage 1 (Trig Lane) – 8 weeks • Construction works Stage 2 (Swan Lane Pier) – 8 weeks • Estimated Project Completion – May 2019
4. Outstanding risks	<ol style="list-style-type: none"> 1. Possible delay in gaining appropriate licenses or permits to work in this area, officers to work with contractor to ensure all licenses are obtained from relevant authorities. 2. Difficulty in identifying any existing services running through area of scope. The contractor is to undertake a full risk assessment prior to repair and maintenance works. 3. Permits gained but with possible onerous conditions imposed, contractor to work on mitigating this to reduce any programme or cost impact. 4. Increased risk to personnel due to location of works to river bank and tidal waves, contractor to produce a robust method statement to mitigate this risk.

5. Budget

Summary project budget is as below:

Item	Estimated Approved budget G1/2	Actual Expenditure incurred to date G2	Total Budget G5	Budget Variance (G2 - G5)
Port License Application	£0	£0	1000	1000
CDM/Principal Designer	£3,300	£0	£800	£800
Cost Consultant	£8,250	£3,100	£4,700	£1,600
Engineering Supervisor	£11,200	£11,100	£19,800	£8,700
Other fees	£200	£200	£200	£0
Total Fees	£22,950	£14,400	£26,500	£12,100
Works			£123,580	£123,580
Staff costs	£6,000	£6,000	£12,000	£6,000
Total	£28,950	£20,400	£162,080	£141,680
Priced risk register	£0	£0	£24,500	£24,500
Sub-Total	£28,950	£20,400	£186,580	£166,180

This report requests that a total budget of £186,580 (including £20,400 spent to date) be approved, together with a costed risk allowance of £24,500.

Funding:

The responsibility for the two sites lies with two different CoL funds

- For the Trig Lane works, responsibility lies with the Bridge House Estates Trust.
- For the Swan Lane works the responsibility lies with City's Cash.

Therefore, the costs will need to be apportioned between the two sites and funded appropriately.

Funding for the Trig Lane works has previously been agreed from the general reserves of the Bridge House Estates Trust.

Funding for the Swan Lane works is subject to a request for an allocation from the 2018/19 City's Cash provision for new schemes.

Please see **Appendix 1** for the allocation of costs between the two sites and further project funding source details.

Approval is sought from the Policy and Resources Committee directly due to the requirement to meet the deadline tender offer from Priest Stone Work & Restoration Limited (which expires on 30/11/2018), which in turn will allow

	<p>the City Corporation to meet the requirements of an Environment Agency notice issued to the 26 January 2016.</p> <p>The Environment Agency has written to the City Corporation as recently as 27 September 2018 requesting an update on these works.</p>
6. Success criteria	<p>1.Completion of the works to the satisfaction of the Environment Agency.</p> <p>2. The effectiveness of the flood defence wall is maintained, and the works are completed on programme and within budget.</p> <p>3.The City is seen to be managing its own flood risk and discharging its responsibilities as a riparian owner.</p>
7. Progress reporting	<p>Monthly updates to be provided via Project Vision and any project changes will be sought by exception via Issue Report to Spending and Projects Sub Committees</p>

Appendices

Appendix 1	Source of Funding detail
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Contact

Report Author	Mohamed Dahiye
Email Address	Mohamed.dahiye@cityoflondon.gov.uk
Telephone Number	0207 332 1768

Appendix 1 – Source of funding detail.

The two phases of this project Swan lane Pier & Trig Lane stairs were at Gateway 1-2, funded from two separate funding sources City's Cash & Bridge House Estate (BHE).

The construction phase of this project will be delivered by the same project team, the funding is however divided between the two funding sources as shown below.

Item	Reason	Total Additional Budgets now requested (both sites)	Swan Lane (£)	Trig Lane (£)
External Consultant Structural Engineer	Structural Engineering Supervision & Advice during works	£8,700	£4,350	£4,350
External Consultant QS fees budget	Cost advice- valuation of completed works	£1,600	£800	£800
Main contractor	Construction works	£123,580	£49,245	£74,335
Principal Designer	CDM – H&S	£800	£400	£400
Port license application	River Works License	£1,000	£500	£500
Staff Costs		£6,000	£3,000	£3,000
Project Cost excluding risk		£141,680	£58,295	£83,385
Priced Risk register		£24,500	£12,250	£12,250
Total including costed risk		£166,180	£70,545	£95,635
Funded from	Unspent balance of Gateway 1/ 2 budget	£8,550	£7,000	£1,550
	City's Cash Provision for New Schemes (Note 1)	£63,545	£63,545	-
	Bridge House Estates Provision (Note 2)	£94,085	-	£94,085
Total		£166,180	£70,545	£95,635

Note 1 – Funding from the 2018/19 City's Cash Provision for New Schemes

A funding shortfall of £63,545 (£51,295 + £12,250 to cover risk) to deliver the flood defence repairs at Swan Lane has been identified for which there is no existing financial provision. Therefore, a request for an allocation from the 2018/19 City's Cash provision for new schemes would ordinarily be made to both the Resource Allocation Sub and Policy and Resources Committees. However, as these works are now urgently required, it is proposed that a request be made direct to the Policy and Resources Committee as the works cannot be further delayed until the next meeting of Resource Allocation Sub Committee in December.

Note 2 – Funding from the General Reserves of Bridge House Estates

Additional funding of £94,085 (£81,835 + £12,250 to cover risk) is required to deliver the Trig Lane repairs. The Resource Allocation Sub and Policy and Resources Committees have previously approved a drawdown of funds from the general reserves of the Bridge House Estates Trust to cover the cost of these works.

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Committee(s):	Date(s):
Culture, Heritage and Libraries – For Decision	22/10/2018
Police Committee – For Decision	01/11/18
Policy and Resources – For Decision	15/11/18
Subject: City of London Police Museum: clarification of governance arrangements	Public
Report of: Peter Lisley, Assistant Town Clerk and Culture Mile Director; and Ian Dyson, Commissioner, City of London Police	For Decision
Report author: Nick Bodger, Head of Cultural and Visitor Development;	

Summary

On 7 November 2016, a new City of London Police Museum opened within Guildhall Library. Supported by a £90,000 grant from the Heritage Lottery Fund (HLF), a major reinterpretation of the collection and space was undertaken. The Museum has become a valuable addition to the already-significant heritage offer at Guildhall, opening to a strong and favourable press, with visitor numbers totalling 26,827 in its first year and education and events programmes engaging a further 3,279.

At the time of opening, no clear arrangement for the division of governance of the Museum between relevant Committees was articulated and it remains absent from any Committee's terms of reference.

This report seeks to formalise governance of the Museum assigning its business strategy, and the cost of staffing and space to the Culture, Heritage and Libraries Committee, with ownership of the Museum collection assigned to the Police Committee. Furthermore, it seeks delegated authority for the Assistant Town Clerk and Culture Mile Director, and the Commissioner, City of London Police, to assume oversight of the day-to-day running of the Museum, re-establishing the cross-departmental officer Board (that was originally formed to ensure HLF funding requirements were met in full) to manage operations.

Recommendation(s)

Members of the Culture, Heritage and Libraries Committee and the Police Committee are asked to:

- Agree the governance structure outlined in this report, namely that the business strategy for the City of London Police Museum and the cost of the staffing, accommodation and business operations sit under the governance of the Culture, Heritage and Libraries Committee for a period of three years (until 14 November 2021); and that ownership of the Museum collection, and costs pertaining to its rotation within the Museum and its conservation, as well as the recruitment of volunteers for Museum business, fall under the governance of the Police Committee.

- Subject to approval of the above, approve delegated authority to the Assistant Town Clerk and Culture Mile Director for the management and staffing of the Museum, and to the Commissioner, City of London Police, for the management of the Museum collection.
- Subject to the approval of both recommendations above, approve the re-establishment of the officer-led Museum Board (with representation from both departments) to manage the day-to-day running of the Museum under the delegated authority proposed, noting major projects, expenditure, or changes to the running of the Museum business will be referred to the relevant Committee(s) through the delegated Chief Officers, as appropriate.

Members of the Policy and Resources Committee are asked to:

- Ratify the decisions of the Culture, Heritage and Libraries Committee and the Police Committee in regard to the division of governance for the City of London Police Museum so that they may be included within the respective Committees' terms of reference.

Members of the Culture, Heritage and Libraries Committee are also asked to:

- Approve commercial hire fees being waived for the City Police should they wish to use the Museum space for a private reception or tour, noting that for out-of-hours use, any costs incurred will need to be recovered from the City Police.

Main Report

Background

1. On 7 November 2016, a new City of London Police Museum opened within Guildhall Library (in the space previously occupied by the Clockmakers' Museum). Relocating from its original home in Wood Street Police Station, the move enabled significantly-increased public access to the Museum's collection through the five-to-six-days-a-week opening hours of the Library.
2. Supported by a £90,000 grant from the Heritage Lottery Fund (HLF), a major reinterpretation of the collection and space was undertaken as part of the move. This received a significant and favourable press, with visitor numbers in the Museum's first year of operation totalling 26,827, and education and events programmes engaging a further 3,279.
3. The Museum has become a valuable addition to the already-significant heritage offer at Guildhall and is promoted under its Guildhall Galleries umbrella brand.
4. Until 21 August 2018, the Museum's operations were largely governed by the requirements of the HLF funding – this included the establishment of a Board of officers from both the City Police and Guildhall Library who were tasked to ensure

all terms and conditions were met and reported appropriately. That agreement has since expired.

Current Position

5. At the time of the move, no clear arrangement for the division of governance of the Museum between relevant Committees was articulated and it remains absent from any Committee's terms of reference. That said, the Museum collection was, and remains, in the ownership of the Police Committee and the costs of the Guildhall Library space and its staff (who manage(d) the Museum business) were, and continue to be, met by the Culture, Heritage and Libraries Committee.
6. Following the departure of the Head of Guildhall and City Business Libraries in April this year, responsibility for the City of London Police Museum business was transferred to the Head of Guildhall Galleries (previously Head of Guildhall Art Gallery and London's Roman Amphitheatre). Requisite staffing and a small budget for marketing and promotion were also moved.
7. A draft document outlining the operational arrangements between departments, namely the Town Clerk's Department (under which Guildhall Galleries sits) and the City Police, has been drawn up. The document proposes to re-establish the Board with officer representation from both services, to enable efficient and effective day-to-day management of the Museum.

Proposals

8. As 'owner' of the space in which the Museum sits and provider of its staffing and operations budget, it is proposed that the Culture, Heritage and Libraries Committee assume governance for the Museum's business strategy, delegating authority to the Assistant Town Clerk and Culture Mile Director for:
 - a. The management and maintenance of the Museum space
 - b. The management of the Museum business
 - c. The staffing of the Museum business
 - d. The promotion of the Museum business
 - e. The hire of the Museum space and any charging (retaining all income)
9. For clarity, this proposal is not intended to formalise any transfer of ownership or liability for these aspects of the business to the Police Committee or the Commissioner, nor of the funding that the Culture, Heritage and Libraries Committee provides in support of them. However, for use of the space by the City of London Police (for private tours or events) outside of core opening hours, it is proposed that the Assistant Town Clerk and Culture Mile Director be permitted, under delegated authority, to waive charges reserving the right to recover any costs for security and/or any other expense incurred as a result of such a booking.
10. As owner of the City of London Police Museum collection and the budget to conserve it, as well as the Museum brand (excluding the Guildhall Galleries brand), and with the City of London Police's access to a volunteer pool that may

support Museum business, it is proposed that the Police Committee assume governance of the collection, delegating authority to the City of London Police Commissioner for:

- a. The management and rotation of the Museum collection within the Museum space
 - b. The conservation of all items within the Museum collection
 - c. The use of any items within the Museum collection for PR or other purposes
 - d. The supply and management of volunteers in support of the Museum business
11. For clarity, this proposal is not intended to formalise any transfer of ownership or liability for any items provided for use at the new Museum to the Culture, Heritage and Libraries Committee. It is further acknowledged that the decision to supply or exhibit any materials in the collection to any party (within the City Corporation or external to it) rests with the City of London Police Commissioner under delegated authority.
12. It is proposed that governance of the City of London Police Museum as described above be assigned to the Police Committee, and for three years, until 14 November 2021, to the Culture, Heritage and Libraries Committee, noting that the Culture, Heritage and Libraries Committee (as temporary custodian of the Museum's home) may relinquish governance when the Museum considers options for a more permanent setting (this is likely to be when plans for the new Museum of London and Fleet Bank House have been significantly advanced or realised).
13. Furthermore, it is proposed that the Museum appear in the terms of reference for both Committees as detailed.
14. Subject to delegated authority being granted to the Assistant Town Clerk and Culture Mile Director and the City of London Police Commissioner as detailed above, it is proposed that the officer Board is re-established to manage business as usual and to take relevant decisions about the Museum to ensure its ongoing success as a visitor attraction and education resource.
15. To manage business as unusual, be that decisions relating to major projects, expenditure, or changes to the running of the Museum business, it is proposed that the Board, through its respective Chief Officers, shall defer to the relevant Committee(s) as per the division of governance laid out above.

Corporate & Strategic Implications

16. The City of London Police Museum has and continues to deliver against the City Corporation's Corporate Plan 2018/23, aligning with the aim to "shape outstanding environments", specifically delivering against outcome 10, action d "we will protect, curate and promote world-class heritage assets, cultural experiences and events".

Implications

17. There are no new financial or HR implications relating to this proposal in that resource for all elements of the service are provided within existing local risk budgets and staff quotas.

Conclusion

18. The City of London Police Museum plays a significant and valuable part in the heritage offer at Guildhall. Its move from Wood Street to the Guildhall Library has increased access to its collection and helped build knowledge and the good reputation of the City of London Police and the City Corporation (as a respected provider of heritage attractions).
19. No City Corporation Committee has the Museum cited in its terms of reference and, as such, governance is assumed but not formalised. The provision of the Museum collection by the City Police and the accommodation of the Museum at Guildhall Library (staffed by the Guildhall Galleries team) suggests a bilateral solution with the Police Committee and Culture, Heritage and Libraries Committee working in partnership to govern the asset.
20. Enabling officers through delegated authority to manage the business-as-usual aspects of the Museum and re-establishing the officer Board to do this will ensure service delivery is collegiate and collaborative with the interests of both departments (and Committees) represented under a shared vision, so ensuring the Museum's continued success.

Appendices

- None

Nick Bodger

Cultural and Visitor Development Director

T: 020 7332 3263

E: Nick.Bodger@cityoflondon.gov.uk

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Committee: Policy and Resources	Date: 15 November 2018
Subject: Policy Initiatives Fund/Committee Contingency	Public
Report of: Chamberlain	For Information
Report Author: Laura Tuckey	

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 2018/19. 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 2018/19 are £142,341 and £92,950 respectively.

Recommendations

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

Contact:

Laura Tuckey

020 7332 1761

Laura.Tuckey@cityoflondon.gov.uk

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POLICY AND RESOURCES COMMITTEE - POLICY INITIATIVES FUND 2018/19

<u>ALLOCATIONS FROM PIE</u>					<u>STATUS OF BALANCE</u>	
<u>COMMITTEE</u> <u>DATE</u>	<u>DESCRIPTION</u>	<u>RESP</u> <u>OFFICER</u>	<u>ALLOCATION</u> £	<u>ACTUAL</u> <u>PAID</u> TO 01/11/2018 £	<u>BALANCE</u> <u>TO BE SPENT</u> £	<u>NOTES</u>
	Events					
07/07/2016	London Councils' London Summit - the City is to host the annual conference for 3 years.	EDO	15,500	14,970	530	3 year funding: £16,000 final payment in 2019/20
16/03/2017	International Business and Diplomatic Exchange (IBDE) - COL to fund a two year partnership with IBDE (£50,000) plus £22,000 for hosting a total of 8 events taking place over 2 years at the Guildhall. The IBDE is an independent, not for profit, non-political membership organisation bringing together the business and diplomatic community in London to promote international trade and investment flows.	DED	12,755	264.00	12,491	£72,000 originally allocated to 2017/18; £12,255 deferred to 2018/19
14/12/2017	Sponsorship of the CPS Margatet Thatcher Conference on China - The City of London Corporation to sponsor this Conference to discuss the relationship between China and the UK. This is scheduled to be held at the Guildhall in June/July 2018.	DOC	21,000	18,357	2,643	
01/01/2018	Sponsorship of the Annual Review of Women in Finance Charter - the City Corporation to sponsor this annual review.	DOC	35,000	35,000	0	
22/02/2018	Sponsorship of the Wincott Foundation's 'Wincott Awards' - the City Corporation to sponsor this annual Awards programme. The Wincott Foundation is a registered charity that supports and encourages high quality economic, financial and business journalism in the UK and internationally to contribute to a better understanding of economic issues.	DOC	4,000	4,000	0	3 year funding: £4,000 in 2019/20 & 2020/21
12/04/2018	Chatham House Event: Financial Services 10 Years on: City of London to support this event with Chatham House to examine the 10-year anniversary of the financial crisis and implications for the future. The event will take place at the Guildhall followed by a small private dinner.	DOC	17,000	5,052	11,948	
03/05/2018	Think Tank Review and Memberships 2018-19: Renewal of COL's membership to Centre for the Study of Financial Innovation (£5,000); Chatham House (£14,500); Institute for Public Policy Research (IPPR - £15,000); Local Government Information Unit (LGIU - £12,000); New Local Government Network (NLGN - £12,000); Whitehall & Industry Group (WIG - £6,000); Institute for Fiscal Studies (IFS - £10,000) & Open Europe (£10,000).	DOC	84,500	39,500	45,000	

<u>ALLOCATIONS FROM PIF</u>					<u>STATUS OF BALANCE</u>	
<u>COMMITTEE</u>	<u>DESCRIPTION</u>	<u>RESP</u>	<u>ALLOCATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>	<u>NOTES</u>
<u>DATE</u>		<u>OFFICER</u>		<u>PAID</u>	<u>TO BE SPENT</u>	
			£	TO 01/11/2018 £	£	
03/05/2018	Sponsorship of Centre for European Reform's 2018 Ditchley Conference: COL partnering with the Centre for European Reform (CER) in hosting this high-level conference taking place on 16-17 November 2018.	DOC	20,000	20,000	0	
03/05/2018	Sponsorship of Battle of Ideas Festival 2018 - the City Corporation to sponsor the festival, organised by The Institute of Ideas, taking place on 13-14 October 2018 at the Barbican Centre.	DOC	25,000	25,000	0	
05/07/2018	Events Partnership with the Strand Group, Kings College London - City of London to fund 3 events in partnership with the Strand Group	DOC	25,000	0	25,000	2 year funding: final payment in 2019/20
06/09/2018	European Bank for Reconstruction and Development (EBRD) Dinner - City of London Corporation to host a dinner & reception on 1st October 2018 for the Board of the European Bank of Reconstruction and Development	DED	12,000	6,495	5,505	
06/09/2018	Event and Publication Sponsorship: Centre for London Conference and Fabian Society - City of London to sponsor the Centre for London's 2018 London Conference (£25,000) and the Fabian Society's London: Policy and Challenges into the 2020s Publication (£18,500)	DOC	43,500	0	43,500	
	Promoting the City					
06/10/2016	IPPR - Economic Justice Commission - City Corporation to become one of the sponsors of the IPPR Commission on Economic Justice. The IPPR is a registered charity and independent think-tank.	DED	9,200	0.00	9,200.00	2 year funding: final payment of £100,000 in 2017/18; £9,200 deferred to 2018/19
19/01/2017	TheCityUK: CoL's additional funding toward CityUK's rental cost.	DED	100,000	75,000	25,000	3 year funding: final payment in 2018/19
19/01/2017	Chemistry Club, City: City of London to sponsor a series of high calibre networking events to enhance the Corporation's credibility in the Cyber tech and related technologies in the financial services sector.	DED	3,222	0.00	3,222.00	Originally allocated to 2017/18; £3,222 deferred to 2018/19
16/03/2017	City of London Advertising - continuation of placing advertisements in CityAM to promote services provided by COL and advertising in a new newspaper, City Matters, covering the Square Mile.	DOC	54,900	36,400	18,500	2 year funding: final payment of £54,900 in 2018/19

<u>ALLOCATIONS FROM PIF</u>					<u>STATUS OF BALANCE</u>	
<u>COMMITTEE</u> <u>DATE</u>	<u>DESCRIPTION</u>	<u>RESP</u> <u>OFFICER</u>	<u>ALLOCATION</u> £	<u>ACTUAL</u> <u>PAID</u> TO 01/11/2018 £	<u>BALANCE</u> <u>TO BE SPENT</u> £	<u>NOTES</u>
04/05/2017	City Matters: placing additional full page advertisements in City Matters to promote City of London Corporation's cultural events and activities.	DOC	15,600	15,600	0	2 year funding: final payment in 2018/19
04/05/2017	Secretariat of the Standing International Forum of Commercial Courts: City Corporation to provide financial support for a third of the costs of the secretariat for the first 3 years.	DED	110,000	0	110,000	3 year funding: £50,000 final payment in 2019/20; £60,000 allocated in 2017/18 now deferred to 2018/19
08/06/2017	Commonwealth Enterprise and Investment Council (CWEIC) - Renewal of office space: provision of office space within Guildhall complex.	TC	10,000	10,000	0	2 year funding: final payment in 2018/19
06/07/2017	One City Social Media Platform: City Corporation to provide financial support for a third of the costs for 3 years of this ongoing development of a new social media led platform dedicated to City workers in promoting the attractions and events held within the Square Mile.	DBE / CS / DOC	60,000	50,000	10,000	3 year funding: £60,000 final payment in 2019/20
16/11/2017	City of London Asia Next Decade - a campaign for the future: City of London Corporation to support the Asia Next Decade campaign that seeks to maintain London's role as a leading global financial centre through engagement with Asia.	DED	7,255	958	6,297	£30,000 originally allocated to 2017/18; £7,255 deferred to 2018/19
14/12/2017	Further Sponsorship Chemistry Club, City: City of London to sponsor a series of high calibre networking events to enhance the Corporation's credibility in the Cyber tech and related technologies in the financial services sector.	DED	34,691	24,435	10,256	£40,000 originally allocated in 2018/19 but £5,300 spent in 2017/18
14/12/2017	The Commonwealth Business Forum (CBF) 2018 - The City Corporation to host the Commonwealth Business Forum from: 16th - 18th April 2018. COL is working in partnership with HMG and CWEIC to develop a programme which places the City of London at the heart of the Commonwealth Business Forum.	DED	82,000	73,418	8,582	2 year funding: £70,000 final payment in 2018/19; £12,000 deferred from 2017/18
22/02/2018	Continued Sponsorship to support Innovate Finance.	DED	250,000	125,000	125,000	3 year funding: £250,000 in 2019/20 & 2020/21
15/03/2018	Match Funding from The Honourable Irish Society to the National Citizenship Scheme - City of London Corporation to match fund the Society's grant totalling £33,000 over 3 years.	TC	11,000	11,000	0	3 year funding: £11,000 in 2019/20 & 2020/21

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ALLOCATIONS FROM PIF					STATUS OF BALANCE	
COMMITTEE		RESP	ALLOCATION	ACTUAL	BALANCE	
DATE	DESCRIPTION	OFFICER	£	PAID TO 01/11/2018 £	TO BE SPENT £	NOTES
12/04/2018	City of London Corporation Regional Strategy: City of London's membership to Scottish Financial Enterprise (SFE) and expanding the partnership programme to 3 more UK City Regions.	DED	63,200	5,739	57,461	
03/05/2018	Saudi Arabia: Vision 2030 - COL to engage with Saudi Arabia and to support work on the new Private Sector Groups established by the Dept of International Trade to support export and investment programmes.	DED	50,000	10,686	39,314	
07/06/2018	City of London Corporation - Engagement with Strategy World Economic Forum (WEF): City of London Corporation to develop a 3 year rolling engagement strategy with WEF, an independent non-profit organisation dedicated to improving global economic and social conditions on a global scale. The CPR and LM to attend the WEF Annual Meeting in Davos and an event in another priority market and CoL to host a WEF meeting/event in the City.	DED	35,000	0	35,000	3 year funding: £36,500 in 2019/20 & £38,000 in 2020/21
05/07/2018	There But Not There - National Armistice Project - City of London to become a corporate sponsor for the Charity Remembered which commemorates those who lost their lives in the First World War	TC / REM	15,000	11,989	3,011	
06/09/2018	Indo-British All-Party Parliamentary Group (APPG) Sponsorship - City of London Corporation becoming a member as well as supporting a financial services parliamentary breakfast seminar with senior COL representation	REM / DED	6,000	0	6,000	
Communities						
06/07/2017	STEM and Policy Education Programme - additional funding of the Hampstead Heath Ponds Project.	DOS	40,601	31,284	9,317	£24,700 final payment in 2018/19; £15,901 deferred from 2017/18
16/11/2017	Centre for Study of Financial Innovation (CSFI): Corporation supporting CSFI in its continued occupancy to enable the Think Tank to remain in the City.	DOC	6,635	0	6,635	5 year funding: final payment in 2021/22
07/06/2018	2018 Party Conferences Funding - the City Corporation to hold private roundtables and dinners at the 2018 party conferences of the Liberal Democrats, Labour and Conservatives.	DOC	38,100	24,600	13,500	
07/06/2018	Social Mobility: Sponsorship of the Social Mobility Employer Index - City of London to sponsor the 2018 SMEI and enable City of London to continue being a leading voice on Social Mobility.	DED	60,000	32,390	27,610	

ALLOCATIONS FROM PIF					STATUS OF BALANCE	
COMMITTEE DATE	DESCRIPTION	RESP OFFICER	ALLOCATION £	ACTUAL PAID TO 01/11/2018 £	BALANCE TO BE SPENT £	NOTES
04/10/2018	London Living Wage Campaign: the City Corporation to run a campaign to encourage financial and professional services businesses in the Square Mile to pay the London Living Wage at £10.20 per hour.	DED	15,000	0	15,000	5 year funding: final payment in 2018/19
19/09/2013	Attracting and Retaining International Organisations	CS	50,000	12,500	37,500	
	International Valuation Standards Council (IVSC) - City of London to support the accommodation costs of the IVSC.		1,442,659	719,636	723,023	
	BALANCE REMAINING		142,341			
	TOTAL APPROVED BUDGET		1,585,000			
	ANALYSIS OF TOTAL APPROVED BUDGET					
	ORIGINAL PROVISION		1,250,000			
	TRANSFERRED FROM CONTINGENCY		0			
	APPROVED BROUGHT FORWARD FROM 2017/18		335,000			
	TOTAL APPROVED BUDGET		1,585,000			
NOTES: (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 (2018/19). It should be noted that actual payments sometimes are made towards the end of a financial year.						
KEY TO RESPONSIBLE OFFICER:-						
DED	Director of Economic Development	DOS	Director of Open Spaces	DBE	Director of Built Environment	
TC	Town Clerk	CS	City Surveyor	DOC	Director of Communications	
CAROLINE AL-BEYERTY - DEPUTY CHAMBERLAIN						

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POLICY AND RESOURCES COMMITTEE - POLICY INITIATIVES FUND 2018/2019 - 2021/2022

Date	Description	Allocation 2018/19	Allocation 2019/20	Allocation 2020/21	Allocation 2021/22
	BASE BUDGET	£ 1,250,000	£ 1,250,000	£ 1,250,000	£ 1,250,000
	+ additional allocation				
	+ balance brought forward as agreed by Committee: 15/03/2018	161,000			
	+ unspent balances deferred from 2017/18	125,000			
	+ unspent balances in 2017/18 returned to Fund	49,000			
	TOTAL BUDGET	1,585,000	1,250,000	1,250,000	1,250,000
	ALLOCATIONS				
19/09/2013	International Valuation Standards Council	50,000			
07/07/2016	London Councils Summit	15,500	16,000		
16/10/2016	Sponsorship of the IPPR Commission on Economic Justice	9,200			
19/01/2017	TheCityUK	100,000			
19/01/2017	Chemistry Club, City	3,222			
16/03/2017	City of London Advertising	54,900			
16/03/2017	International Business and Diplomatic Exchange (IBDE)	12,755			
04/05/2017	City Matters Newspaper - additional Advertising	15,600			
04/05/2017	Secretariat of Standing International Forum of Commercial Crts	110,000	50,000		
08/06/2017	Office Space Renewal: Commonwealth Enterprise & Invest Council	10,000			
06/07/2017	STEM and Policy Education Programme	40,601			
06/07/2017	One City Social Media Platform	60,000	60,000		
16/11/2017	Proposed Grant to retain the Centre for the Study of Financial Innovation	6,635	6,635	6,635	6,635
16/11/2017	City of London Asia Next Decade - a campaign for the future	7,255			
14/12/2017	The Commonwealth Business Forum 2018	82,000			
14/12/2017	Sponsorship of Chemistry Club City	34,691			
14/12/2017	Sponsorship of CPS Margaret Thatcher Conference on China 2018	21,000			
18/01/2018	Sponsorship of the Annual Review of the Women in Finance Charter	35,000			
22/02/2018	Sponsorship of the Wincott Foundation's 'Wincott Awards'	4,000	4,000	4,000	
22/02/2018	Continued Sponsorship to support Innovate Finance	250,000	250,000	250,000	
15/03/2018	Match Funding from The Honourable Irish Society to the National Citizenship Scheme	11,000	11,000	11,000	
12/04/2018	Chatham House Event: Financial Services 10 Years on	17,000			
12/04/2018	City of London Corporation Regional Strategy	63,200			
03/05/2018	Saudi Arabia Vision 2030, Public Investment Fund and Financial Services	50,000			
03/05/2018	Sponsorship of Centre for European Reform's Ditchley Conference	20,000			
03/05/2018	Think Tank Review and Memberships 2018-19	84,500			
03/05/2018	Battle for Ideas	25,000			
07/06/2018	2018 Party Conferences	38,100			
07/06/2018	City of London Corporation - Engagement with Strategy World Economic Forum (WEF)	35,000	36,500	38,000	
07/06/2018	Social Mobility: Sponsorship of the Social Mobility Employer Index	60,000			
05/07/2018	City Week 2019 Event Sponsorship		25,000		
05/07/2018	Events Partnership with The Strand Group, King's College London	25,000	25,000		
05/07/2018	City Sponsorship of 'There But Not There' - National Armistice Project	15,000			
06/09/2018	Indo British All-Party Parliamentary Group Sponsorship	6,000			
06/09/2018	Sponsorship of the 2018 London Conference	25,000			
06/09/2018	Sponsorship of the Fabian Society's London: Policy and Challenges into the 2020s publication	18,500			
06/09/2018	European Bank for Reconstruction and Development Dinner at Guildhall	12,000			
04/10/2018	London Living Wage Campaign	15,000			
	TOTAL ALLOCATIONS	1,442,659	484,135	309,635	6,635
	BALANCE AVAILABLE	142,341	765,865	940,365	1,243,365

Less: Possible maximum allocations from this meeting: **15 November 2018**

Balance

142,341	765,865	940,365	1,243,365

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POLICY AND RESOURCES COMMITTEE - CONTINGENCY 2018/19

ALLOCATIONS FROM CONTINGENCY

<u>COMMITTEE</u>		<u>RESP OFFICER</u>	<u>ALLOCATION</u> £	<u>ACTUAL PAID</u> TO 01/11/2018 £	<u>STATUS OF BALANCE</u>	
<u>DATE</u>	<u>DESCRIPTION</u>				<u>BALANCE TO BE SPENT</u> £	<u>NOTES</u>
23/01/2014	Career fairs - City of London Corporation to host up to three events per year to enhance employability of young people in neighbouring communities	DED	62,000	0	62,000	3 year funding: £62,000 deferred from 2016/17
08/05/2014	City of London Scholarship - Anglo-Irish Literature: CoL to award a yearly scholarship to a single student to continue their studies in the field on Anglo-Irish Literature	TC	39,700	10,350	29,350	£14,700 deferred from 2016/17; £25,000 deferred from 2017/18
19/02/2015	Supporting the Commonwealth (CWEIC): to engage with the Commonwealth further by becoming a partner of the Commonwealth Enterprise and Investment Council	TC	37,100	0	37,100	Originally allocated from 2015/16; £37,100 deferred to 2018/19
17/11/2016	Police Arboretum Memorial Fundraising Dinner: City Corporation to host a fundraising dinner at Guildhall	DED	30,000	0	30,000	Originally allocated from 2016/17; deferred to 2018/19
04/11/2016	Co-Exist House: City of London Corporation to fund a learning institution and centre in London dedicated to promoting understanding of religion and to encourage respect and tolerance	TC	40,000	0	40,000	3 year funding - £20,000 final payment in 2018/19; £20,000 originally allocated to 2017/18 deferred to 2018/19
07/06/2018	Renewal Electricity Policy and Sourcing Strategy: City of London Corporation to adopt this strategy and purchase renewable electricity	CH / CS / TC	25,000	0	25,000	
05/07/2018	Resourcing Diversity and Business Engagement - Establishing the Diversity and Business Engagement Manager to support the City's wider equalities, diversity and inclusion work.	HR	74,250	6,250	68,000	
06/09/2018	Bid from Historic Royal Palaces to support 'The Tower Remembers 2018: City of London Corporation to sponsor Historic Royal Palaces for the Tower Remembers - a large-scale visual commemoration at the Tower of London intended to mark the centenary of the end of the First World War	TC	25,000	25,000	-	
06/09/2018	Gresham College Funding Arrangements: Appointment of a Consultant - City of London Corporation to joint fund the cost of appointing a Consultant to conduct a review of Gresham College.	TC	30,000	0	30,000	

POLICY AND RESOURCES COMMITTEE - CONTINGENCY 2018/2019 - 2021/2022

Date	Description	Allocation 2018/19	Allocation 2019/20	Allocation 2020/21	Allocation 2021/22
	BASE BUDGET	£ 300,000	£ 300,000	£ 300,000	£ 300,000
	+ additional allocation				
	+ balance brought forward as agreed by Committee: 15/03/2018	18,000			
	+ unspent balances deferred from 2017/18	189,000			
	+ unspent balances in 2017/18 returned to Fund	4,000			
	TOTAL BUDGET	511,000	300,000	300,000	300,000
	ALLOCATIONS				
23/01/2014	Career Fairs	62,000			
08/05/2014	City of London Scholarship - Anglo-Irish Literature	39,700			
08/05/2014	Supporting the Commonwealth (CWEIC)	37,100			
17/03/2016	Lord Mayor's Show Fireworks	-	125,000		
17/11/2016	Co-Exist House	40,000			
17/11/2016	Police Arboretum Memorial Trust - Dinner	30,000			
07/06/2018	Renewable Electricity Policy and Sourcing Strategy	25,000			
05/07/2018	Resourcing Diversity and Business Engagement	74,250			
06/09/2018	Bid from Historic Royal Palaces to support The Tower Remembers	25,000			
06/09/2018	Gresham College Funding Review	30,000			
04/10/2018	Beech Street Transformation Project	55,000			
	TOTAL ALLOCATIONS	418,050	125,000	-	-
	BALANCE AVAILABLE	92,950	175,000	300,000	300,000
Less: Possible maximum allocations from this meeting: 15 November 2018		14,500	-	-	-
		-	-	-	-
Balance		78,450	175,000	300,000	300,000

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