



Policy and Resources Committee

Date: THURSDAY, 4 JULY 2019

Time: 1.45 pm

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

Members:

Deputy Catherine McGuinness (Chair)	Deputy Jamie Ingham Clark
Simon Duckworth (Deputy Chairman)	Shravan Joshi
Christopher Hayward (Vice-Chair)	Deputy Edward Lord
Deputy Tom Sleigh (Vice-Chair)	Alderman Ian Luder
Randall Anderson (Ex-Officio Member)	Jeremy Mayhew
Douglas Barrow (Ex-Officio Member)	Andrew McMurtrie
Nicholas Bensted-Smith (Ex- Officio Member)	Wendy Mead
Deputy Keith Bottomley	Deputy Alastair Moss (Ex-Officio Member)
Tijs Broeke	Deputy Joyce Nash
Karina Dostalova	Graham Packham (Ex-Officio Member)
The Rt. Hon the Lord Mayor, Alder- man Peter Estlin (Ex-Officio Member)	Alderman William Russell
Anne Fairweather	Alderman Baroness Scotland (Ex- Officio Member)
Marianne Fredericks	Deputy Dr Giles Shilson
Alderman Timothy Hailes	Jeremy Simons (Ex-Officio Member)
Deputy Tom Hoffman (Chief Com- moner) (Ex-Officio Member)	Sir Michael Snyder
	Mark Wheatley
	Deputy Philip Woodhouse
	Alderman Sir David Wootton

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 6 June 2019.

For Decision
(Pages 1 - 10)

- b) To note the public minutes of the Projects Sub-Committee meeting held on 29 May 2019.

For Information
(Pages 11 - 16)

- c) To note the draft public minutes of the Projects Sub-Committee meeting held on 19 June 2019.

For Information
(Pages 17 - 22)

- d) To note the draft public minutes of the Members' Privileges Sub-Committee meeting held on 3 June 2019 and consider a recommendation contained therein.

For Decision
(Pages 23 - 26)

- e) To note the draft public minutes of the Public Relations and Economic Development Sub-Committee meeting held on 11 June 2019.

For Information
(Pages 27 - 32)

4. **PROJECTS SUB-COMMITTEE - TERMS OF REFERENCE**

To consider a resolution from the Projects Sub-Committee.

For Decision
(Pages 33 - 34)

5. **BARBICAN RESIDENTIAL COMMITTEE - TERMS OF REFERENCE**

Report of the Town Clerk.

For Decision
(Pages 35 - 36)

6. **STANDING ORDERS - LIGHT TOUCH REVIEW**

Report of the Town Clerk.

For Decision
(Pages 37 - 40)

7. **SCHEME OF DELEGATIONS**
Report of the Town Clerk.
For Decision
(Pages 41 - 46)
8. **THE CITY OF LONDON CORPORATION'S INDEPENDENT SCHOOLS AND PARENT GOVERNORS**
Joint report of the Town Clerk and Comptroller & City Solicitor.
For Decision
(Pages 47 - 52)
9. **CHARITIES REVIEW**
Report of the Chief Grants Officer and Director of the City Bridge Trust.
For Decision
(Pages 53 - 56)
10. **REGULATION OF INVESTIGATORY POWERS ACT 2000 – UPDATE**
Report of the Comptroller & City Solicitor.
To be read in conjunction with the non-public appendix at Item 24.
For Information
(Pages 57 - 58)
11. **CROSSRAIL 2**
Report of the Director of the Built Environment.
For Decision
(Pages 59 - 64)
12. **REVIEW OF PROJECTS WITHIN THE BUILT ENVIRONMENT DIRECTORATE**
Report of the Director of the Built Environment.
For Decision
(Pages 65 - 70)
13. **THE UK COALITION FOR DIGITAL INTELLIGENCE**
Joint report of the Director of Community & Children's Services and the Director of Innovation & Growth.
For Decision
(Pages 71 - 78)
14. **RENEWAL OF STRATEGIC PARTNERSHIP WITH THE COMMONWEALTH ENTERPRISE AND INVESTMENT COUNCIL**
Joint report of the Remembrancer and the Director of Innovation & Growth.
For Decision
(Pages 79 - 82)
15. **POLICY FOR COMMERCIAL FILMING**
Report of the Director of Communications.
For Decision
(Pages 83 - 88)

16. **SPONSORSHIP OF CENTRE FOR EUROPEAN REFORM'S DITCHLEY CONFERENCE**
Report of the Director of Communications.
For Decision
(Pages 89 - 92)
17. **SPONSORSHIP OF RESEARCH AND EVENTS PROGRAMME: 'LOOKING AHEAD: UK ENGAGEMENT AND INFLUENCE AFTER BREXIT'**
Report of the Director of Communications.
For Decision
(Pages 93 - 96)
18. **POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY**
Report of the Chamberlain.
For Information
(Pages 97 - 100)
19. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**
Report of the Town Clerk.
For Information
(Pages 101 - 102)
20. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
21. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
22. **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.
For Decision

Part 2 - Non-Public Agenda

23. **NON-PUBLIC MINUTES**
To consider non-public minutes of meetings as follows:-
- a) To agree the non-public minutes of the meeting held on 6 June 2019.
For Decision
(Pages 103 - 108)
- b) To note the non-public minutes of the Projects Sub-Committee meeting held on 29 May.
For Information
(Pages 109 - 114)
- c) To note the draft non-public minutes of the Projects Sub-Committee meeting held on 19 June.

For Information
(Pages 115 - 124)

- d) To note the draft non-public minutes of the Members' Privileges Sub-Committee meeting held on 3 June 2019.

For Information
(Pages 125 - 128)

- e) To note the draft non-public minutes of the Public Relations and Economic Development Sub-Committee held on 11 June

For Information
(Pages 129 - 130)

- f) To note the draft minutes of the meeting of the Hospitality Working Party meeting held on 20 May 2019.

For Information
(Pages 131 - 136)

- g) To note the draft non-public minutes of the Housing Delivery Programme Working Group meeting held on 17 May 2019.

For Information
(Pages 137 - 146)

24. **NON-PUBLIC APPENDIX: REGULATION OF INVESTIGATORY POWERS ACT 2000**

Non-public appendix to be read in conjunction with Item 10.

For Information
(Pages 147 - 150)

25. **CITY OF LONDON CORPORATION'S ROLE IN SUPPORTING FINTECH**

Report of the Director of Innovation & Growth.

For Decision
(Pages 151 - 156)

26. **RECOGNITION OF WOMEN: A CITY RESPONSE**

Report of the Director of Major Projects.

For Decision
(Pages 157 - 164)

27. **LORD MAYOR'S SHOW ARRANGEMENTS**

Report of the Remembrancer.

For Decision
(Pages 165 - 168)

28. **CITY OF LONDON PRIMARY ACADEMY ISLINGTON**

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

For Decision
(Pages 169 - 174)

29. **CENTRAL CRIMINAL COURT PLANT REPLACEMENT**
Report of the City Surveyor.
For Decision
(Pages 175 - 184)
30. **20/21 ALDERMANBURY - FUTURE USE AND BUILDING OPPORTUNITIES**
Report of the City Surveyor.
For Information
(Pages 185 - 198)
31. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**
Report of the Town Clerk.
For Information
(Pages 199 - 200)
32. **MUSEUM OF LONDON UPDATE**
Report of the City Surveyor (TO FOLLOW).
For Decision
33. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
34. **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

35. **CONFIDENTIAL MINUTES**
To agree the confidential minutes of the meeting of the Policy and Resources Committee held on 6 June 2019.
For Decision

POLICY AND RESOURCES COMMITTEE **Thursday, 6 June 2019**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 6 June 2019 at 1.45 pm

Present

Members:

Deputy Catherine McGuinness (Chair)
Simon Duckworth (Deputy Chairman)
Christopher Hayward (Vice-Chairman)
Deputy Tom Sleigh (Vice-Chair)
Randall Anderson (Ex-Officio Member)
Douglas Barrow (Ex-Officio Member)
Deputy Keith Bottomley
Karina Dostalova
Marianne Fredericks
Alderman Timothy Hailes
Deputy Tom Hoffman (Chief Commoner) (Ex-Officio Member)
Deputy Jamie Ingham Clark
Shravan Joshi
Deputy Edward Lord
Jeremy Mayhew
Deputy Alastair Moss (Ex-Officio Member)
Deputy Joyce Nash
Graham Packham (Ex-Officio Member)
Deputy Dr Giles Shilson
Deputy Philip Woodhouse

Officers:

John Barradell	-	Town Clerk
Angela Roach	-	Assistant Town Clerk & Director of Member Services
Peter Lisley	-	Assistant Town Clerk & Director of Major Projects
Emma Cunningham	-	Town Clerk's Department
Eugenie de Naurois	-	Town Clerk's Department
Simon Latham	-	Town Clerk's Department
Greg Moore	-	Town Clerk's Department
Peter Kane	-	Chamberlain
Caroline Al-Beyerty	-	Deputy Chamberlain
Laura Tuckey	-	Chamberlain's Department
Michael Cogher	-	Comptroller and City Solicitor
Paul Double	-	City Remembrancer
Nigel Lefton	-	Remembrancer's Department
Paul Wilkinson	-	City Surveyor
Nicholas Gill	-	City Surveyor's Department
Anna Dunne	-	City Surveyor's Department
Simon Glynn	-	Department of the Built Environment

Zahur Khan	- Department of the Built Environment
Thomas Parker	- Department of the Built Environment
Bob Roberts	- Director of Communications
Andrew Carter	- Director of Community and Children's Services
Mike Kettle	- Department of Community and Children's Services
Damian Nussbaum	- Director of Economic Development
Chrissie Morgan	- Director of Human Resources
Colette Hawkins	- Human Resources Department
Jon Averbs	- Director, Markets & Consumer Protection
Tony Macklin	- Department of Markets & Consumer Protection
David Farnsworth	- Chief Grants Officer & Director of the City Bridge Trust

1. **APOLOGIES**

Apologies were received from Nick Bensted-Smith, Tijs Broeke, The Rt Hon The Lord Mayor Alderman Peter Estlin, Anne Fairweather, Alderman Ian Luder, Andrew McMurtrie, Wendy Mead, Alderman William Russell, Jeremy Simons, Mark Wheatley, and Alderman Sir David Wootton.

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

The Chair declared an interest in Item 8 as a Trustee of the Centre for London. The Deputy Chairman would take the chair for consideration of that item.

Graham Packham and Jeremy Mayhew declared an interest in Item 6 as Trustees of the Crossrail Arts Foundation.

3. **MINUTES**

- a) The public minutes of the meeting held on 2 May 2019 were approved, subject to it being noted that Deputy Joyce Nash had been present.
- b) The draft public minutes of the meeting of the Resource Allocation Sub-Committee held on 2 May 2019 were noted.
- c) The draft public minutes of the meeting of the Projects Sub-Committee held on 24 April 2019 were noted.
- d) The draft public minutes of the meeting of the Public Relations and Economic Development Sub-Committee held on 7 May 2019 were noted.

4. **REVIEW OF THE CITY'S EDUCATION GRANT FUNDING**

The Committee considered a report of the Town Clerk proposing an independent review into the City's education grant funding activities and the establishment of a joint Education Board and Policy and Resources Committee Working Party, to assist with the work of the review and report back recommendations.

The Committee agreed that the composition of the Working Party should be altered to include the Chair of the City of London Academies Trust (ex-officio) and a representative of the Finance Committee.

Randall Anderson and Alderman Tim Hailes both expressed an interest in respect of the two vacancies to be filled to by the Policy and Resources Committee and were appointed accordingly.

It was asked that clarity be provided in respect of reference to the City Corporation's "family of schools" and which institutions were included in this descriptor. Members noted it would be important to adopt a clear and consistent approach in respect of this terminology.

RESOLVED: That:-

1. The scope of the independent review of City Education Grant Funding be approved.
 2. The composition and terms of reference of the City Education Grant Funding Joint Working Party be approved as set out in appendix 1, subject to the inclusion of a representative of the Finance Committee and the Chair of the City of London Academies Trust (ex-officio).
 3. Alderman Tim Hailes and Randall Anderson be appointed to the Working Party.
 4. Authority be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman of both the Education Board and Policy & Resources Committee to make any further changes that may be necessary to the terms of reference or composition of the Working Party.
5. **EDUCATION BOARD TERMS OF REFERENCE**

The Committee considered a report of the Town Clerk which presented proposed changes to the Education Board's terms of reference.

Some concern was expressed that the proposed wording at paragraph 4(J) in the terms of reference still left some scope for confusion in respect of the relative remits of the Education Board and Policy & Resources Committee. It was subsequently suggested that this be amended to read "assisting the Policy & Resources Committee and the Economic Development Office in their oversight of the City of London Corporation's promotion of skills training and education-business link activities."

Discussing the proposed amendment, Members raised further queries in respect of social mobility and cultural learning, expressing a lack of clarity as to the Education Board's role in these areas and the roles of the other relevant committees. Officers were asked to revisit the terms of reference with a view to providing clarity on these items, prior to resubmission.

RESOLVED: That officers be asked to revisit the terms of reference in line with comments made and re-submit them for consideration in due course.

6. **CROSSRAIL ART PROGRAMME**

The Committee considered a report of the Town Clerk concerning future funding of the maintenance of two artworks in the public realm at Liverpool Street station that were part of the Crossrail Art Programme.

Members expressed concerns in respect of the figures presented, querying the accuracy of the maintenance costs and the level of testing this forecast had undergone. It was suggested that it might have been advisable for another committee to scrutinise these costs prior to consideration by Policy & Resources. The Committee also expressed its disappointment that the City Corporation was being left in the position of having to take on a further unanticipated financial commitment or see the artwork cancelled, despite having committed significant funding already. The timing was particularly unfortunate given the ongoing Fundamental Review process. In response to several comments, the Director of Major Projects reassured Members in relation to the significant activity that had gone into testing and seeking to minimise these costs. The Director of Communications outlined the strong link to the Corporate Plan and Members noted that the artwork in question had been produced by a renowned female sculptor, thereby providing an additional link to the Corporation's policies associated with increased celebration of women in its public art and the sculpture in the City programme.

RESOLVED: That Members:-

1. Agree to enter into agreements with the Conrad Shawcross Studio Ltd., Kusama Enterprises, British Land, Land Securities (and any other party) as necessary for the successful fabrication and installation of the two artworks.
2. Note that a sum for fabrication and installation will be transferred by the Charity to the City of London Corporation as highway and local authority to meet the costs of the two fixed price artist contracts.
3. Note that Crossrail Limited have advised the City of London Corporation that a sum of £80,188.09 remains in the Charity's budget to assist with the future costs of maintaining both artworks for a period no less than 25 years and the total net cost of maintenance over the period will be £441,000.
4. Agree that, subject to the City taking responsibility for the artworks, once the commuted sum is exhausted the City Surveyor's local risk budget be increased by £21,000 per annum, plus a sum for inflation based on the retail price index, to cover the cost of ongoing maintenance to be met from City's Cash Reserves.
5. Delegate Authority to the Town Clerk in consultation with your Chair and Deputy Chair to manage any other matters relating to the closure and strike off the Crossrail Art Foundation.

7. **SPONSORSHIP OF THE IPPR COMMISSION ON ENVIRONMENTAL JUSTICE**

The Director of Communications withdrew from discussion during consideration of this item.

The Committee considered a report of the Director of Communications proposing sponsorship of the Institute for Public Policy Research's (IPPR) Environmental Justice Commission (EJC).

A Member observed that Commissioners were listed from just three political parties at present, querying the exclusion of others, such as the Scottish National Party and Liberal Democrats. The Chair agreed to raise this with the IPPR.

The Committee supported the Chair's intention to serve as the City Corporation's Commissioner for this activity whilst actively engaging other interested Members to participate in this work.

RESOLVED: That Members approve the allocation of £40,000 from the Committee's Policy Initiatives Fund, categorised under 'Promoting the City' and charged to 'City's Cash', to sponsor the first year (2019/20) of the IPPR's Environmental Justice Commission (EJC).

8. **SPONSORSHIP OF THE 2019 LONDON CONFERENCE**

Simon Duckworth took the chair for consideration of this item.

The Committee considered a report of the Director of Communications proposing sponsorship of the Centre for London's 2019 London Conference.

RESOLVED: That Members agree to sponsor the Centre for London's 2019 London Conference at a cost of £25,000, to be met from the 2019/20 Policy Initiatives Fund, categorised under 'Events' and charged to City's Cash.

9. **DEVELOPING A LONDON PRIMARY AUTHORITY HUB**

The Committee considered a report of the Director of Markets & Consumer Protection which sought approval to explore, with other local authorities, the potential for working in partnership to pilot a Primary Authority 'Hub' delivery model.

RESOLVED: That Members:-

1. Endorse the approach taken by the Port Health & Public Protection Division to-date.
2. Authorise the Interim Director of Consumer Protection & Markets Operations to seek partnership relationships with other willing local authorities to set up and pilot a Primary Authority "Hub" delivery model as described in the report, in order to test its efficacy for the future.
3. Note that an outcomes report would be submitted following the pilot.

10. **HOUSING DELIVERY STRATEGY - REQUEST FOR FUNDING TO APPOINT ADVISORS**

The Committee considered a report of the City Surveyor which sought funding to progress the work of the Housing Delivery Programme Working Group.

RESOLVED: That Members:-

1. Approve the use of £45,000 from the 2019/20 Policy and Resources City's Cash Project Contingency Fund to fund the external opportunity search and analysis for the Housing Delivery Programme Working Group.
2. Note that, should viable opportunities be identified, further funding to take these forward will be requested separately.

11. **MUSEUM OF LONDON PUBLIC REALM PROJECT**

The Committee considered a report of the Director of the Built Environment regarding the Museum of London Public Realm Project.

RESOLVED: That Members:-

1. Note the proposed widened scope of the scheme and agree that it be allowed to progress outside of the Fundamental Review;
2. Approve additional budget of £625,000 required to progress the project to the next Gateway; of which £80,000 is to be met from existing provisions within the Markets Consolidation Budgets and the remaining £545,000 from the eligible sources for this project of CIL or OSPR.
3. Note the Capital Funding Review process via Resource Allocation Sub Committee had approved central funding for the key project dependency elements of this project.
4. Approve the increase in the scope of the project to reflect the proposals within the Transportation Strategy, the planned implementation of Culture Mile and the development of the Markets Consolidation Programme.
5. Approve the change of the project name from Museum of London Public Realm to West Smithfield Area Public Realm and Transportation project.
6. Note the revised project budget of £715,000; and note the total estimated project cost of £12m which is subject to the identification of funding.

12. **MIPIM PROPERTY CONFERENCE 2019/2020**

The Committee considered a joint report of the City Surveyor and the Director of the Built Environment which outlined activities at MIPIM (le marché international des professionnels de l'immobilier) in 2019 and sought funding in relation to attendance at MIPIM 2020.

In response to questions concerning the cost of the event, the City Surveyor provided a breakdown of expenditure, a large proportion of which was associated with the transport and entry cost for the City's model. He reassured Members that robust scrutiny was given to each element of spend every year to ensure costs were appropriate and minimised where possible. Members noted the particular importance of promoting London in the current climate and observed that the number of attendees and associated costs had been reduced in recent years.

RESOLVED: That approval be given to the City of London Corporation attending MIPIM 2020 with a total budget of £92,000, to be funded via the Central Communications Director budget (£5,000), Planning & Transportation

Committee budget (£11,250), the Property Investment Board (£21,750), and from the CPAT budget (£54,000).

13. POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY

The Committee considered a report of the Chamberlain updating on projects and activities that had received Policy Initiatives Funding and funding from the Committee's contingency or Brexit contingency funds.

RESOLVED: That approval be granted to a transfer of £61,865 from the 2019/20 Committee Contingency to 2019/20 PIF to cover multi-year expenditure.

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

There were no questions.

15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was one urgent item:

Employee Assistance Programme For Members

The Committee considered a resolution from the meeting of the Members' Privileges Sub-Committee held on 3 June 2019, together with a joint report of the Director of Human Resources and the Town Clerk, concerning the extension of the Employee Assistance Programme to encompass Members.

RESOLVED: That the proposal for Members be added to the existing Employee Assistance Programme, provided by Health Assured, be approved.

16. 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.

Item No.	Paragraph No.
17a - 26	3
27	1 & 3

17. NON-PUBLIC MINUTES

- a) The non-public minutes of the meeting held on 2 May 2019 were approved.
- b) The draft non-public minutes of the meeting of the Resource Allocation Sub-Committee held on 2 May 2019 were noted.
- c) The draft public minutes of the meeting of the Projects Sub-Committee held on 24 April 2019 were noted.
- d) The draft non-public minutes of the meeting of the Hospitality Working Party held on 30 April 2019 were noted.

18. **BRIDGE HOUSE ESTATES - INVESTMENT STRATEGY**
The Committee considered and approved a report of the Town Clerk concerning the development of an investment strategy for Bridge House Estates.
19. **BRIDGE HOUSE ESTATES STRATEGIC REVIEW - UPDATE TWO**
The Committee received a joint report of the Town Clerk and the Chief Grants Officer & Director of The City Bridge Trust which provided an update on the Bridge House Estates strategic governance review.
20. **MARKETS CONSOLIDATION PROGRAMME- BUDGET REPORT**
The Committee considered a joint report of the Town Clerk and the City Surveyor concerning the Markets Consolidation Programme (MCP).
21. **CITY FUND, CITY'S ESTATE AND BRIDGE HOUSE ESTATES - SCHEME OF DELEGATIONS AND GATEWAYS**
The Committee considered and approved a report of the City Surveyor which sought amendments to the Scheme of Delegations and Projects Procedure in relation to property matters.
22. **REVIEW OF ACCOMMODATION**
The Committee considered and approved a report of the City Surveyor concerning a review of Members' Accommodation.
23. **ISLINGTON ARTS FACTORY**
The Committee considered and approved a report of the Director of Community & Children's Services concerning the Islington Arts Factory.
24. **LAST MILE LOGISTICS UPDATE**
The Committee received a joint report of the Chamberlain and the Director of the Built Environment which provided an update on the Last Mile Logistics project.
25. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were three questions; one concerning an investigation being undertaken in relation to the City Corporation's Standards Regime; one concerning the legal position in respect of attendance at meetings; and one concerning a forthcoming event involving the provision of hospitality.
26. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED.**
There were four urgent items. Two concerned proposed Memorandums of Understanding; one concerned Borrowing Arrangements for the City Corporation; and one concerned the annual committee dinner.
27. **SMITHFIELD GENERAL MARKET**
The Committee considered and approved a report of the City Surveyor concerning Smithfield General Market.

The meeting ended at 3.15 pm

Chairman

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

This page is intentionally left blank

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 29 May 2019

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)	Randall Anderson (from Item 5)
Deputy Jamie Ingham Clark (Deputy Chairman)	Deputy Catherine McGuinness
Christopher Hayward	James De Sausmarez
	Deputy Philip Woodhouse

Officers:

Peter Lisle	- Assistant Town Clerk & Director of Major Projects
Alistair MacLellan	- Town Clerk's Department
Rohit Paul	- Town Clerk's Department
Sarah Baker	- Town Clerk's Department
Dianne Merrifield	- Chamberlain's Department
Chris Bell	- Chamberlain's Department - Procurement
Michael Harrington	- Chamberlain's Department – Procurement
Ola Obadara	- City Surveyor's Department
Tom Leathart	- City Surveyor's Department
Simon Glynn	- Department of the Built Environment
Helen Kearney	- Department of the Built Environment
Martin Rodman	- Open Spaces Department
Pete O'Doherty	- City of London Police
David Drane	- City of London Police
Pauline Weaver	- City of London Police
Charles Griffiths	- City of London School

1. APOLOGIES

Apologies were received from Karina Dostalova and Ben Murphy.

The Chairman welcomed James De Sausmarez to his first meeting following his appointment to the Sub-Committee, and congratulated Ben Murphy on his appointment. The Chairman went on to thank those Members who had recently stepped down from the Sub-Committee - James Tumbridge, Anne Fairweather, Marianne Fredericks and Nick Bensted-Smith. The Chairman concluded by thanking Randall Anderson and Andrew McMurtrie for their service on the Sub-Committee, noting those Members had put themselves forward for co-option that day.

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

There were no declarations.

3. **TERMS OF REFERENCE**

Members considered the Sub-Committee’s terms of reference, noting that some amendments to reflect the role of the Capital Buildings Committee, Corporate Asset Sub (Finance) Committee and Procurement Sub (Finance) Committee would be appropriate, alongside reference to Deputy Chair/Vice Chair of the Policy and Resources Committee, and requested that an amended terms of reference be put to the Policy and Resources Committee for approval accordingly **(29/2019/P)**.

RESOLVED, that the terms of reference be received, and an amended version be put to the Policy and Resources Committee for approval in light of comments made by Members.

4. **GATEWAY APPROVAL PROCESS**

RESOLVED, that the Gateway Approval Process be received.

5. **APPOINTMENT OF CO-OPTED MEMBERS**

Members considered the co-option of four Members of the Court of Common Council to the Sub-Committee. There being six candidates for four vacancies, a ballot was conducted with the following result:

Candidate	Votes
Rehana Ameer	6 – CO-OPTED
Randall Anderson	6 – CO-OPTED
John Chapman	0
Deputy Edward Lord	4 – CO-OPTED
Andrew McMurtrie	6 – CO-OPTED
Susan Pearson	2

The Town Clerk agreed to circulate the result of the ballot to the Sub-Committee and the six candidates outside of the meeting **(30/2019/P)**. Randall Anderson, who had been observing the meeting, took his place as Co-Opted Member.

RESOLVED, that Rehana Ameer, Randall Anderson, Deputy Edward Lord and Andrew McMurtrie be co-opted on to the Projects Sub-Committee for 2019/20.

6. **MINUTES**

RESOLVED, that the public minutes and non-public summary of the meeting held on 24 April 2019 be approved as a correct record.

7. **ACTIONS**

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

27/2019/P – Finsbury Circus Garden Reinstatement

- The Superintendent of Parks and Gardens was heard regarding the Finsbury Circus Garden Reinstatement, noting that a written update was available for circulation outside of the meeting. In short, the interim landscape was to be provided as Crossrail's cost. Should the City choose to design and install an interim scheme, the estimated cost would be £195,000 not including contingency. Assuming the project were allowed to progress immediately, the interim garden scheme would be in place for just over one year.

28/2019/P – Bank Junction Improvements Project Update

- A Member expressed his concern that the All Change at Bank project timeline had slipped by one month, risking the project not being completed in time for the opening date of TfL's Bank Junction upgrade. It was the Member's understanding that the City's project was currently being delayed by queries raised by the Chairman of Finance Committee, and the Chamberlain, over the use of s106 monies to finance the project rather than On-Street Parking Reserve. The Member queried whether it would be possible to resolve these queries through the usual channels of internal consultation rather than requiring a full, redrafted, report being brought back to Members.
- The Director of the Built Environment was heard, noting that the main implication of delay of All Change at Bank was that the public realm would not be complete in time for large numbers of visitors using Bank Junction.
- The Chairman noted that a further report on All Change at Bank should not be necessary provided that a note on financials and the project's critical path could be provided, with the Sub-Committee's endorsement of timely progression of the project, to the Chair of Policy and Resources Committee and the Chairman of Finance Committee (**31/2019/P**).

RESOLVED, that the report be received.

8. GATEWAY 3/4 - SOUTHWARK BRIDGE SOUTH VIADUCT WATERPROOFING

The Town Clerk noted that this report had been withdrawn.

9. GATEWAY 3 - MUSEUM OF LONDON PUBLIC REALM PROJECT

Members considered a Gateway 1/2 Issue report of the Director of the Built Environment regarding the Museum of London Public Realm Project and the following points were made.

- The Director of the Built Environment noted that the project had synergies with associated projects in the area, specifically around the new Museum of London, and the Smithfield Market. The project was outside the scope of the City's Fundamental Review.

- The Chairman noted that the Sub-Committee's role was to scrutinise project risks and dependencies, and that the next project gateway report should consider these in greater detail and provide visuals/a graphic outlining both the public realm project milestones and also milestones of associated projects **(32/2019/P)**.
- A Member welcomed the holistic approach taken to the project but noted that, in his view, given that the report referenced the need for inbuilt flexibility in the design approach, that the report was perhaps premature.
- The Assistant Town Clerk & Director of Major Projects was heard, noting that the project had two main drivers. First, the future of the City's markets were subject to both public consultation and a Parliamentary Bill. The City's future plans for Smithfield would likely influence the passage of that Bill. Secondly, the Museum of London was aiming to secure planning permission for its new site by the end of 2019 and would welcome a clearer idea of the City's plans for the Smithfield site in support of that. The current project should be considered in the context of those two drivers.
- Members noted that, whilst the holistic approach was to be welcomed, officers should be mindful not to overcommit resources too early in the project and remove the ability to be more flexible in approach later on in the project process.
- A Member noted that generally a change in scope would not be supported by this committee but this case was the exception to prove the rule. It was also noted that there were effectively two outputs from the project.

RESOLVED, that Members,

- Approve the progression of the project as set out within the report, including the additional budget of £625,000 required to progress the project to the next Gateway; of which £80,000 can be met from existing provisions within the Markets Consolidation Budgets and the remaining £545,000 from the eligible sources for this project of CIL or OSPR.
- Note the Capital Funding Review process via Resource Allocation Sub Committee has approved central funding for the key project dependency elements of this project.
- Approve the increase in the scope of the project to reflect the proposals within the Transportation Strategy, the planned implementation of Culture Mile and the development of the Markets Consolidation Programme.
- Approve the change of the project name from Museum of London Public Realm to West Smithfield Area Public Realm and Transportation project.

- Note the revised project budget of £715,000; and note the total estimated project cost of £12m which is subject to the identification of funding.

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

There were no questions.

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

There was no other business.

12. **EXCLUSION OF THE PUBLIC**

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

13. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 24 April 2019 be approved as a correct record.

14. **NON-PUBLIC ACTIONS**

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

15. **PORTFOLIO OVERVIEW**

Members considered a report of the Town Clerk regarding the Portfolio Overview.

16. **ACTION AND KNOW FRAUD CENTRE - PROGRAMME TEAM**

Members considered a report of the Commissioner of Police regarding the Action and Know Fraud Centre – Programme Team.

17. **CITY FUND, CITY'S ESTATE AND BRIDGE HOUSE ESTATES - SCHEME OF DELEGATIONS AND GATEWAYS**

Members considered a report of the City Surveyor regarding the City Fund, City's Estate and Bridge House Estates – Scheme of Delegations and Gateways.

18. **GATEWAY 4/5 - CENTRAL CRIMINAL COURTS FIRE ALARM REPLACEMENTS AND ASSOCIATED PUBLIC ADDRESS SYSTEM**

Members considered a Gateway 4/5 report of the City Surveyor regarding the Central Criminal Courts Fire Alarm Replacements and Associated Public Realm Address System.

19. **GATEWAY 3/4 - CITY OF LONDON SCHOOL MASTERPLAN PHASE 1**

Members considered a Gateway 3/4 report of the Head of the City of London School regarding the City of London School Masterplan Phase 1.

19.1 Draft Minute of the Board of Governors of the City of London School - 9 April 2019

RESOLVED, that the draft minute of the Board of Governors of the City of London School – 9 April 2019 be received.

20. GATEWAY 2 ISSUE - THE EMERGENCY SERVICES MOBILE COMMUNICATION PROGRAMME (ESMCP)

Members considered a Gateway 2 Issue report of the Commissioner of Police regarding the Emergency Services Mobile Communication Programme (ESMCP).

21. MAJOR CONSTRUCTION WORKS HOUSING FRAMEWORKS - STAGE 2 AWARD REPORT

Members considered a joint report of the Chamberlain and City Surveyor regarding Major Construction Works Housing Frameworks – Stage 2 Award.

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

There were no questions.

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

There was one item of non-public other business.

The meeting closed at 12.27 pm

Chairman

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

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 19 June 2019

**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)	Deputy Edward Lord
Rehana Ameer	Andrew McMurtrie
Randall Anderson	Deputy Catherine McGuinness
Karina Dostalova	James de Sausmarez

Officers:

Alistair MacLellan	- Town Clerk's Department
Rohit Paul	- Town Clerk's Department
Sarah Baker	- Town Clerk's Department
James Aggio-Brewe	- Town Clerk's Department
Caroline Al-Beyerty	- Deputy Chamberlain
Chris Bell	- Chamberlain's Department - Procurement
Michael Harrington	- Chamberlain's Department - Procurement
Ola Obadara	- City Surveyor's Department
Dorian Price	- City Surveyor's Department
Paul Monaghan	- Department of the Built Environment
Pauline Weaver	- City of London Police

1. APOLOGIES

Apologies were received from Deputy Jamie Ingham Clark, Chris Hayward and Deputy Philip Woodhouse.

The Chairman welcomed Deputy Edward Lord and Karina Dostalova to their first meeting of the Sub-Committee for 2019/20.

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

Andrew McMurtrie declared a non-pecuniary interest in relation to item 17 (City of London Primary Academy Islington) by virtue of being Chairman of the Board of Trustees of the City of London Academies Trust, and a non-pecuniary interest in relation to item 8 (Questions) where he intended to ask a question regarding St Lawrence Jewry, by virtue of being Chairman of the Benefices Sub (Culture, Heritage and Libraries) Committee.

3. GATEWAY APPROVAL PROCESS

RESOLVED, that the Gateway Approval Process be received.

4. **MINUTES**

RESOLVED, that the public minutes and non-public summary of the meeting held on 29 May 2019 be approved as a correct record.

5. **ACTIONS**

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

4/2019/P – Quarterly Framework Reports

- At the request of the Chamberlain, Members agreed to receive the first quarterly report in September 2019.

6/2019/P – Gateway 5 Issue – Avondale Square Windows

- In response to a question, the Town Clerk noted that this project would likely be reported to Members in July 2019.

16/2019/P – Costed Risk Provision

- In response to a question, the Town Clerk advised that costed risk provision on new projects was being managed through liaison between the Corporate Programme Office, the Chamberlain's Department, and the relevant project manager(s). The Town Clerk agreed to provide a note to Members outlining the current process.

17/2019/P – Project Management Academy (PMA)

- In response to a question, the Town Clerk advised that the current delay in securing a go-live date for the PMA was being addressed through securing an external specialist resource, subject to internal approvals. In response to a further request, the Town Clerk agreed to provide a note to Members outlining the structure of officer-level governance (**33/2019/P**).

29/2019/P – Terms of Reference

- The Town Clerk noted that the amended terms of reference would be submitted to the July 2019 meeting of the Policy and Resources Committee for approval.

31/2019/P – All Change at Bank

- The Town Clerk noted that the report regarding the Review of deferred schemes – All Change at Bank had been approved under urgency procedure on 7 June 2019 and that an update report would be submitted to Members in early 2020.

RESOLVED, that the report be received.

6. **GATEWAY 3/4 - SOUTHWARK BRIDGE SOUTH VIADUCT WATERPROOFING**

Members considered a Gateway 3/4 report of the Director of the Built Environment regarding Southwark Bridge South Viaduct Waterproofing and the following points were made.

- The Director of the Built Environment commented that the project had benefited from lessons learned from the Park Street Bridge project.
- In response to a request, the Town Clerk agreed to confirm the balance of the Bridge House Estates 50-year Repairs and Maintenance Fund outside of the meeting **(34/2019/P)**.

RESOLVED, that Members

- Approve inclusion of waterproofing works to the north approach viaduct within the scope of works and to change the project name accordingly to “Southwark Bridge *Approach Viaducts* Waterproofing”
- Approve progression of the design to Gateway 5 and invite tenders for the works.
- Approve £134,000 funding (from identified sums within the Bridge House Estates BHE 50-year Repair & Maintenance Fund) to proceed to Gateway 5.
- Approve the project budget of £1,725,000 including the Costed Risk Provision of £200,000, on the basis of recommended option 2.
- Approve that delegated authority be given to Chief Officer at Gateway 5 to appoint the successful tenderer and to instruct the Comptroller and City Solicitor to enter into contract, should tenders be returned within budget.
- Approve that delegated authority be given to Chief Officer following Gateway 5 to expend identified sums from the project risk register against specified risks.

7. **GATEWAY 3/4 ISSUE - LONDON BRIDGE WATERPROOFING AND BEARING REPLACEMENT**

Members considered a Gateway 3/4 Issue report of the Director of the Built Environment regarding London Bridge Waterproofing and Bearing Replacement and the following points were made.

- In response to a question, the Director of the Built Environment replied that the timing change for the project was not expected to have any cost implications, but nevertheless the marketplace was unpredictable, so it was not possible to give any firm assurances.

RESOLVED, that the report be received and the change in start date for project works to March 2020 be noted.

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

St Lawrence Jewry

In response to a question, the City Surveyor noted that works were expected to commence on St Lawrence Jewry in January 2021. Noting comments from Members regarding the delays that had affected the project, the City Surveyor agreed to provide a project issues report to Members at their September 2019 meeting **(35/2019/P)**.

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

There was no other business.

10. **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 Act.

11. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 29 May 2019 be approved as a correct record.

12. **NON-PUBLIC ACTIONS**

Members considered a report of the Town Clerk regarding non-public actions.

13. **PORTFOLIO OVERVIEW**

Members considered a report of the Town Clerk providing a portfolio overview.

14. **RED REPORT - CITY OF LONDON POLICE HR INTEGRATED TIME MANAGEMENT AND E-EXPENSES PROJECT**

Members considered a report of the Commissioner regarding the HR Integrated Time Management and e-Expenses Project.

15. **RED REPORT - CITY OF LONDON POLICE VIDEO MANAGEMENT SYSTEM (IMS-DRS)**

Members considered a report of the Commissioner regarding the Video Management System (iMS-DRS) project.

16. **GATEWAY 5 PROGRESS - SECURITY ENHANCEMENTS/SECURITY CROSS CUTTING - MANSION HOUSE, GUILDHALL, CENTRAL CRIMINAL COURT AND BARBICAN CENTRE**

Members considered a Gateway 5 Progress report of the City Surveyor regarding the Security Enhancements/Security Cross Cutting – Mansion House, Guildhall, Central Criminal Court and Barbican centre project.

17. **GATEWAY 5 ISSUE - CITY OF LONDON PRIMARY ACADEMY ISLINGTON**
Members considered a Gateway 5 Issue report of the City Surveyor regarding the City of London Primary Academy Islington project.
- 17.1 **Draft Minute of the Community and Children's Services Committee meeting held on 7 June 2019.**
RESOLVED, that the draft minute of the Community and Children's Services Committee meeting held on 7 June 2019 regarding the Gateway 5 Issue report regarding the City of London Primary Academy Islington project be received.
18. **GATEWAY 5 ISSUE - CITY OF LONDON FREEMEN'S SCHOOL ENABLING WORKS, TEMPORARY KITCHEN & SPORTS HALL EXTENSION RISK REGISTER FUNDING**
Members considered a Gateway 5 Issue report of the City Surveyor regarding City of London Freeman's School Enabling Works, Temporary Kitchen & Sports Hall Extension Risk Register Funding.
19. **GATEWAY 4 - 20/21 ALDERMANBURY - FUTURE USE AND BUILDING OPPORTUNITIES**
Members considered a Gateway 4 report of the City Surveyor regarding 20/21 Aldermanbury – future use and building opportunities.
- 19.1 **Draft Minute of the Corporate Asset Sub (Finance) Committee meeting held on 5 June 2019**
RESOLVED, that the draft minute of the Corporate Asset Sub (Finance) Committee meeting held on 5 June 2019 regarding the Gateway 4 report of the City Surveyor regarding 20/21 Aldermanbury – future use and building opportunities be received.
20. **GATEWAY 5 - CENTRAL CRIMINAL COURT PLANT REPLACEMENT: PHASE 4**
Members considered a Gateway 5 report of the City Surveyor regarding the Central Criminal Court Plant Replacement: Phase 4.
21. **GATEWAY 3/4 - WALBROOK WHARF ELECTRICAL INFRASTRUCTURE UPGRADE INCLUDING NEW ELECTRIC VEHICLE CHARGING POINTS**
Members considered a joint Gateway 3/4 report of the City Surveyor and Director of the Built Environment regarding the Walbrook Wharf Electrical Infrastructure Upgrade, including new Electric Vehicle Charging Points.
- 21.1 **Draft Minute of the Corporate Asset Sub (Finance) Committee meeting held on 5 June 2019.**
RESOLVED, that the draft minute of the Corporate Asset Sub (Finance) Committee meeting held on 5 June 2019 regarding the joint Gateway 3/4 report of the City Surveyor and Director of the Built Environment regarding the Walbrook Wharf Electrical Infrastructure Upgrade, including new Electric Vehicle Charging Points be received.

22. **GATEWAY 1/2/3/4 - LEADENHALL MARKET - PHASE 6 CYCLICAL EXTERNAL REPAIRS & REDECORATIONS- CITY FUND**
Members considered a Gateway 1/2/3/4 report of the City Surveyor regarding Leadenhall Market – Phase 6 Cyclical External Repairs & Redecorations – City Fund.
23. **REQUEST FOR DELEGATED AUTHORITY - BRIDGE HOUSE ESTATES - CANDLEWICK HOUSE, 116-126 CANNON STREET, LONDON, EC4**
Members considered a report of the City Surveyor regarding a request for delegated authority for Bridge House Estates – Candlewick House, 116-126 Cannon Street, London, EC4.
24. **REQUEST FOR DELEGATED AUTHORITY - GATEWAY 5 CITY OF LONDON SCHOOL FOR GIRLS ROOF REMEDIATION WORKS**
Members considered a report of the City Surveyor regarding a request for delegated authority for City of London School for Girls Roof Remediation Works.
25. **GATEWAY 6 - CITY'S ESTATE - CREECHURCH HOUSE, 17 BEVIS MARKS, 37-45 CREECHURCH LANE AND 28-30 HOUNSDITCH, LONDON EC3 - CLOSURE OF PROJECT**
Members considered a Gateway 6 report of the City Surveyor regarding City's Estate – Creechurch House, 17 Bevis Marks, 37-45 Creechurch Lane and 28-30 Houndsditch, London, EC3 – Close of Project.
26. **GATEWAY 5 ISSUE - CITY OF LONDON FREEMEN'S SCHOOL MAIN HOUSE ENABLING WORKS**
Members considered a Gateway 5 Issue report of the City Surveyor regarding City of London Freeman's School Main House Enabling Works.
27. **REPORT ON ACTION TAKEN**
Members considered a report of the Town Clerk regarding action taken since the last meeting.
28. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
There were no non-public questions.
29. **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 items of urgent business.

The meeting closed at 12.45 pm

Chairman

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

MEMBERS PRIVILEGES SUB (POLICY AND RESOURCES) COMMITTEE **Monday, 3 June 2019**

Minutes of the meeting of the Members Privileges Sub (Policy and Resources) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Monday, 3 June 2019 at 4.00 pm

Present

Members:

Deputy Tom Hoffman (Chief Commoner) (Chairman)
Ann Holmes
Deputy Jamie Ingham Clark
Deputy Edward Lord
Deputy Catherine McGuinness (Ex-Officio Member)
Deputy Richard Regan

Officers:

Dorian Price	- Guildhall Manager
Chrissie Morgan	- Director of Human Resources
Colette Hawkins	- HR Business Partner, Town Clerk's
Angela Roach	- Assistant Town Clerk
Chris Rumbles, Clerk	- Town Clerk's Department

1. APOLOGIES

Apologies were received from John Scott, Chris Hayward and Jeremy Simons.

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were no declarations.

3. MINUTES

The Minutes of the Sub-committee meeting on 3 September 2018 were approved as accurate record.

Matter Arising

Last minute City Representation at City Events – A Member proposed a reserve list be produced of those Members that would be available to attend City events at short notice where last-minute apologies were received. The Town Clerk explained that the Remembrancer's Team had a process for filling last minute absences on an event by event basis and that quite often Chairmen had reserve lists.

Members discussed the seating arrangements at events and proposals for a reserve list. A Member, also Chairman of Establishment Committee,

questioned the extent to which Chairs were involved in arrangements for each event and suggested the approach lacked consistency.

It was highlighted that diplomats do not always turn up to events which can often result in huge gaps in tables. Having a list of those Members who live locally and would be able to attend events at short notice would remove embarrassment.

RESOLVED, that:

- Guidelines for City Corporation representatives at City events be produced and then recommended to Hospitality Working Party, Policy and Resources Committee and General Purposes of the Committee of Aldermen.

4. **EMPLOYEE ASSISTANCE PROGRAMME FOR MEMBERS**

The Sub Committee considered a joint report of the Director of HR and the Director of Members Services that presented options for providing Members with access to support advice and guidance similar to those provided by an Employee Assistance Programme (EAP) to assist in relation to wellbeing.

The Director of HR introduced the item and explained that following discussion with the current provider of the City Corporation's EAP for officers, Health Assured, it had been agreed to extend the current contract to Members of the Court so that they could receive the same services as those offered to staff.

The Director explained that regular update reports would be received from Health Assured giving utilisation statistics, a breakdown of number of callers, issues raised e.g. debt advice or counselling. She stressed that individuals would remain anonymised at all times and confirmed that adding Members to the existing contract would be cost neutral to the City Corporation as Health Assured had agreed to extend the contract at no additional cost.

Members would be treated as employees under the contract and would come under a separate heading of Members Services.

It was noted that, subject to Members agreement to the proposal, the intention would be for the facility to be communicated to all Members as a benefit which was now available to them. The communication would also include details of the Employee Benefits Portal being accessible to Members as well as the availability of free flu jabs (reimbursement for flu jabs, to a maximum of £15, will be available from September 2019, the start of the next flu season).

The Sub-Committee was fully supportive of the proposal to add Members to the existing EAP contract and it was agreed that this should be expedited to allow for the service to be rolled out at the earliest opportunity.

The Director of HR clarified that there would be no tax implications for Members receiving this benefit.

The Chairman conveyed his thanks to the Director of HR and her team for their work in organising this benefit for Members.

RESOLVED, that

Members be added to the existing Employee Assistance Programme provided by Health Assured and that this be recommended to Policy and Resources Committee for approval.

5. DESIGNATION OF DEPUTY

Deputy Edward Lord sought clarification on the use of “Deputy” which he felt was used inconsistently.

He referred to a decision taken by Court of Alderman around twenty years ago when it was agreed to consistently use Alderman (Title) First Name Last Name (Post Nominals) rather than placing Alderman at the end.

Deputy Lord proposed a consistent use of the word “Deputy” be used across the City Corporation and Mansion House.

Member discussed and supported the proposal.

RESOLVED, that it be recommended to the Policy and resources Committee that

a consistent use of Deputy First Name Last Name (Post Nominals) be adopted across the City Corporation and Mansion House with the designation appearing at the front when Members were being addressed.

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

There were no questions.

7. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items of business.

8. 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.

Item No.	Paragraph No.
9-11	3

9. NON-PUBLIC MINUTES OF THE PREVIOUS MEETING

The non-public minutes of the meeting the on 3 September 2018 were approved as accurate record.

10. **REVIEW OF CHAIR OF POLICY'S ACCOMMODATION - UPDATE REPORT**
The Committee considered and approved a report of the City Surveyor concerning the Chair of Policy's accommodation.
11. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
Members discussed proposals in relation to the condition of the building and proposed enhancement to Members' facilities, and also the arrangements for Members at City Corporation privately hosted events.
12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There were no urgent items of business.

The meeting at 1647.

Chairman

Contact Officer: Chris Rumbles

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

Tuesday, 11 June 2019

Minutes of the meeting of the Public Relations and Economic Development Sub (Policy & Resources) Committee held at the Guildhall EC2 at 3.00 pm

Present

Members:

Simon Duckworth (Deputy Chairman), <i>who chaired the meeting</i>	Deputy Jamie Ingham Clark
Deputy Keith Bottomley	Deputy Edward Lord
Tijs Broeke	Andrew Mayer
Karina Dostalova	Deputy Tom Sleigh
Anne Fairweather	James Tumbridge
Alderman Prem Goyal	Alderman Sir David Wootton
Christopher Hayward	

Officers:

John Barradell	- Town Clerk & Chief Executive
Angela Roach	- Assistant Town Clerk
Paul Double	- Remembrancer
Nigel Lefton	- Remembrancer's
Bob Roberts	- Director of Communications
Eugenie de Naurois	- Head of Corporate Affairs, Communications
Sanjay Odedra	- Head of Media
Sam Hutchings	- Corporate Affairs, Communications
Damian Nussbaum	- Director of Economic Development
Laura Davison	- Head of Research, Economic Development
Simon McGinn	- Built Environment
Emma Cunnington	- Town Clerk's

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Dominic Christian, Deputy Catherine McGuinness and Alderman William Russell.

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

Chris Hayward declared a non-pecuniary interest during discussion of a question at item 18 due to his standing as non-aldermanic Sheriff of the City of London Corporation.

3. **MINUTES**

RESOLVED – That the public minutes and summary of the meeting held on Tuesday 7 May 2019 be approved as a correct record.

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 March and April.

Members asked for more information on the work that the Office were doing with the insurance sector and the tech sector. The Director of Economic Development also updated Members, following a question, on the work that had been undertaken on immigration.

RESOLVED, that:

- The report be noted.

5. **CORPORATE AFFAIRS UPDATE**

The Sub-Committee received a report of the Director of Communications providing a monthly update of the Corporate Affairs Team's activities in supporting the City Corporation's strategic political engagement.

Following a question, the Head of Corporate Affairs confirmed that the City Corporation would be attending the Local Government Association (LGA) conference.

Members discussed the funding to support the development of the role and scope of the new Sport Engagement Manager and it was agreed for a further discussion to be had on this under item 10 of the agenda.

RESOLVED, that:

- The report be noted.

6. **PARLIAMENTARY 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.

Members discussed the Emission Reduction Bill, the repealing of the Vagrancy Act and the MPs that had been consulted on the markets' consolidation programme.

RESOLVED, that:

- The report be noted.

7. **CORPORATE RISK 10: ADVERSE POLITICAL DEVELOPMENTS**

The Sub-Committee received a report of the Remembrancer updating Members on Corporate Risk CR10 and the steps being taken to mitigate the risk.

Members asked for the corporate risks regarding reputational and political damage to the organisation be first reported to this Sub-Committee before Audit & Risk Management Committee in future. A detailed discussion ensued concerning the realism of the current risk score and the target dates for mitigation.

Members also discussed the importance of engaging with all political parties due to the apolitical nature of the City Corporation.

RESOLVED, that:

- The report be noted.

8. **FEEDBACK FROM EU ELECTIONS**

The Sub-Committee heard a presentation of the Director of Communications containing insights following the results of the recent EU elections.

Members also commented on the current political situation and emphasised the importance to be engaging with all political parties, especially those who had done well in the EU elections.

RESOLVED, that:

- The City Corporation to engage with London MEPs;
- A Member briefing breakfast to be set up to update Members with more detail on the City Corporation's political engagement and where resources are being deployed.

9. **NEW POLICY FOR COMMERCIAL FILMING AT CITY OF LONDON CORPORATION'S BUILDINGS AND OPEN SPACES**

The Sub-Committee considered a report of the Director of Communications concerning a new policy for commercial filming at City Corporation-owned buildings and open spaces.

A consultant who had carried out the work gave a presentation on his findings and proposed policy. The Director of Communications underlined that the new policy devised a system where the revenue raised from filming was directed to a central pot which departments could bid against, rather than directly back to the relevant department. Two Members raised concerns on this approach, particularly relating to areas of the Service Committees they were Chairmen of and asked for further consultation to be carried out. Other Members felt that a corporate approach should be taken on this and there was no need for any further consultation, apart from at operational level.

A Member also asked that the filming protocol strategic guidelines be updated so that the Director of Communications be more involved in assessing the risks of individual films.

RESOLVED, that:

- The Public Relations and Economic Development Sub-Committee recommend to the Policy & Resources Committee that the City of

London Corporation's policy for commercial filming at its building and open spaces be approved.

10. SPORT ENGAGEMENT UPDATE

The Sub-Committee received a report of the Director of Communications updating Members on progress being made in taking forward the City Corporation's new approach towards sport engagement.

Following a question from a Member who asked the Town Clerk to consider additional funding for this work, it was discussed that the role of the Sport Engagement Manager, was to seek out new sport engagement opportunities with external partners using existing funding streams, although some additional funding had been made available for smaller events.

The Chairman of the Hampstead Heath, Highgate Wood and Queen's Park Committee raised concerns that a separate report setting out a City-wide strategy for sport that was currently being circulated to other committees, which could be perceived as reputationally damaging to the City Corporation due to negative comments. Members discussed that the sport engagement work formed part of the overall sports strategy and that this Sub-Committee would receive the sports strategy next month and have a Member briefing breakfast to discuss this in more detail. Following a question, the Town Clerk also clarified that this Sub-Committee's terms of reference included its responsibility for "oversight and governance of Sports Engagement (with power to act)", whereas the wider sports strategy had oversight from Policy & Resources in consultation with other relevant Committees.

A Member also asked for consideration on guest lists for hospitality tickets to sporting events, although it was noted that any allocation is subject to negotiations with the respective organising body.

RESOLVED, that:

- The report be noted.

11. MIPIM PROPERTY CONFERENCE 2019/2020

The Sub-Committee received a joint report of the City Surveyor and Director of the Built Environment informing Members of the City Corporation's activities at the MIPIM property exhibition in March 2019 and its proposed activities for March 2020.

RESOLVED, that:

- The report be noted.

12. PROMOTING LONDON AND THE UK'S POSITION AS A LEADING GLOBAL CENTRE FOR FINANCIAL AND PROFESSIONAL SERVICES

The Sub-Committee received a report of the Director of Economic Development updating Members on progress regarding the new promotional platform and accompanying collateral.

The Head of Research presented the new platform to Members with all its various functions. Members asked questions regarding its accessibility to non-native English speakers, promotion of culture and the “go live” strategy.

RESOLVED, that:

- The report be noted.

13. POLICY CHAIR'S VISIT TO WASHINGTON

The Sub-Committee received a report of the Director of Economic Development concerning the Chair of Policy & Resources recent visit to Washington DC.

RESOLVED, that:

- The report be noted.

14. CAMPAIGN FOR FREEDOM OF INFORMATION SURVEY

The Sub-Committee received a report of the Comptroller and City Solicitor, which set out the Campaign for Freedom of Information’s survey of London Local Authorities.

RESOLVED, that:

- The report be noted.

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

There were no questions.

16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

17. 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	Paragraph
18-19	3

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

Questions were raised in respect of the following –

1. Gender Identity Policy Handling
2. Livery Companies and Common Hall
3. LawTech Sounding Board

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

There were no items of urgent business.

The meeting closed at 4.41 pm

Chairman

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

RESOLUTION

TO:
POLICY AND RESOURCES COMMITTEE

4 JULY 2019

FROM:
PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

29 MAY 2019

3. **TERMS OF REFERENCE**

Members considered the Sub-Committee's terms of reference, noting that some amendments to reflect the role of the Capital Buildings Committee, Corporate Asset Sub (Finance) Committee and Procurement Sub (Finance) Committee would be appropriate, alongside reference to Deputy Chair/Vice Chair of the Policy and Resources Committee, and requested that an amended terms of reference be put to the Policy and Resources Committee for approval accordingly.

RESOLVED, that the terms of reference be received, and an amended version be put to the Policy and Resources Committee for approval in light of comments made by Members.

Projects Sub (Policy and Resources) Committee

Composition

- The Chairman and one Deputy Chairman/**Vice Chair** of the Policy and Resources Committee
- Four Members appointed by the Policy and Resources Committee
- Two Members appointed by the Finance Committee
- Up to four Members be co-opted from the Court of Common Council with relevant experience.

Terms of Reference

To be responsible for: -

- Authorising individual projects **that are not within the scope of the Capital Buildings Committee's terms of reference** on behalf of the Policy and Resources Committee at each stage of the City's agreed Project Approval Process;
- Making proposals to the Resource Allocation Sub-Committee/the Policy and Resources Committee for projects to be included in the capital/supplementary revenue programme;
- Overseeing the City Corporation's programme of projects, excluding those within the remit of the Cyclical Works Programme (although these may be called-in by the Projects Sub-Committee) to ensure their delivery within the parameters set by the Resource Allocation Sub-Committee.
- Overseeing the City Corporation's programme of projects, excluding those within the remit **of the Capital Buildings Committee and** Corporate Asset Sub-Committee, to ensure their delivery within the parameters set by the Resource Allocation Sub-Committee;
- Monitoring the procurement arrangements for capital and supplementary revenue projects and advising the Finance Committee of any issues; and
- Periodically reviewing the City Corporation's project management processes and procedures.

Committee: Barbican Residential Committee	Date: 17 June 2019
Subject: Quorum of the Barbican Residential Committee	Public
Report of: Town Clerk Report author: Julie Mayer	For Decision

Summary

The Barbican Residential Committee (BRC) has experienced difficulty in recruiting non-resident Members and is currently carrying 5 vacancies, with notice of a further resignation after the June meeting of the Committee. Given that this will leave just 5 Members out of the required 11, future meetings will be at a very high risk of being inquorate.

Housing Governance, including the Membership of the BRC, was considered by the Policy and Resources Committee on 14th March 2019. Members noted the latest position in respect of non-residential Membership and the fact that a new dispensations regime had been implemented on 1st March 2019. Consequently, Members agreed that it would be prudent to allow a reasonable amount of time for the new dispensations regime to bed in and review the position at that time.

Members are asked to note that, if the quorum was to be reduced permanently, as a result of the BRC's decreased non-residential Membership, then the number of resident Members would need to reduce proportionately. The Housing Governance paper stated that we would consult with stakeholders on any proposed reduction. The Comptroller and City Solicitor has advised that, in order to be lawful, a consultation needs to follow the Gunning principles; i.e. *'it needs to take place at a formative stage, enough information and time must be given to permit intelligent consideration and response and the decision maker must conscientiously take the product of the consultation into account when reaching their decision'*.

Members are therefore asked to consider a temporary reduction in the quorum of the BRC, from 5 to 4 non-resident Members, to ensure a quorum at the September and December 2019 BRC Meetings. The issue of Membership will then be considered, as part of the wider Housing Governance review, which is due to be revisited by the Policy and Resources Committee. Members are asked to note that, by the end of September 2019, the new dispensations regime would have been in place for 6 months.

Recommendations

The Policy and Resources Committee (P&R) and the Court of Common Council be recommended to approve:

-
1. A temporary reduction in the quorum of the Barbican Residential Committee by one; i.e. from 5 to 4 non-resident Members, until such time as another non-resident member is appointed, or until the end of 2019.
 2. In the event of the BRC being unable to recruit more non-resident Members by the September 2019 meeting; by which time the new dispensations regime will have been in place for 6 months, the Policy and Resources Committee be asked to revisit the Housing Governance Review, including the future Membership of the BRC.

Contact:

Julie Mayer

Telephone: 020 7332 1410

Email: julie.mayer@cityoflondon.gov.uk

Agenda Item 6

Committee(s): Policy and Resources Committee Court of Common Council	Date(s): 04 July 2019 18 July 2019
Subject: Light Touch Review – Standing Orders	Public
Report of: The Town Clerk	For Decision
Report author: Greg Moore – Principal Committee and Members’ Services Manager	

Summary

Over recent years, a number of *ad hoc* amendments have been made to the City Corporation’s Standing Orders. It is apparent that a small number of inconsistencies have crept in over time which need to be corrected; in addition, a handful of legislative changes which have come into force in recent years are not wholly reflected within the latest document.

A light-touch review has, therefore, been undertaken to correct any inconsistencies in the Standing Orders, provide further clarity where necessary, and to bring them up to date with legislation. Changes have also been made to make references to individuals gender-neutral, in line with the Policy and Resources Committee’s recent decision.

This is not intended to be a wholesale review of the Standing Orders. It does not probe the suitability of certain items or review whether custom and practice should be altered. Such a review would require Member endorsement and form the basis of a discrete and suitably resourced governance review.

As the Committee responsible for the review and co-ordination of the governance of the City of London Corporation, including its committees, standing orders and outside bodies scheme, the Committee is asked to consider the proposed amendments to Standing Orders and submit them to the Court of Common Council for approval.

Recommendation

That the proposed changes to Standing Orders be approved and submitted for consideration by the Court of Common Council.

Main Report

Background

1. Standing Orders are the written rules of the City of London of Corporation which confirm the internal organisational administrative procedures and regulate the conduct of meetings.

Proposed change to Standing Orders

2. As a matter of good practice, the opportunity has been taken recently to review Standing Orders, to ensure that they read correctly and do not contain any obvious errors; that they reflect current practice; that any cross references are accurate; and to ensure that the formatting is tidy and causes no confusion.
2. In addition, a number of areas have been identified where further clarity is either necessary or would be beneficial.
3. The proposed amendments are set out in full using tracked changes in the attached Appendix, for Members' ease. A summary of the main amendments is also set out below:

1. **Application** – references to individuals throughout have been altered to make them gender neutral and the previous explanatory clause deleted (3f) as it is no longer required; reference to “Deputy Town Clerk” deleted as post no longer exists; amendment to remove potential interpretation of Aldermen not being part of the Court of Common Council.
10. **Ballots** – new sub-clause to clarify partial and full-term appointments.
13. **Questions** – (10) a timescale for written responses inserted and (11) clarity over number of questions that may be asked.
15. **Disorder** – clarity on the process, incorporating the inclusion of warning before any action is taken.
16. **Duration** – to bring into line with the arrangement for committees (i.e. a two-thirds majority rather than a simple majority).
19. **Decisions Between Meetings** – (3) greater clarity in relation to consultees, to reflect practice.
20. **Petitions** – to bring into line with the deadline for Motions and obviate difficulties potentially caused by bank holidays.
22. **Committee Limit** – clarity over the counting of committees for the number of committees a Member may serve on.
23. **Ward Committees** – clarity over the composition of ward committees and a new provision to reflect the previously agreed position relating to the Community and Children's Services Committee.
29. **Chairmen** – (3) inclusion of Standards Appeal Committee and clarifying position on eligibility if already Chairman of the Open Spaces and City Gardens Committee and the West Ham Park Committee; (6) inclusion of voting arrangements; and (7) Investment Committee included in

recognition of the fact it meets only twice a year and does not act as a “normal” Grand Committee.

- 30. **Deputy Chairmen** – to more fully reflect the protocol for the election of deputy / vice chairmen to the Policy and Resources Committee; general voting arrangements included for clarity.
- 31. **Ward Reception Committees** – new SO (4) to recognise and include the process for the appointment of Aldermen.
- 32. **Access to Meetings** – new SO (2) to include reference to filming etc.
- 35. **Attendance** – (3) to include the Standards Appeal Committee and correct reference to co-opted Members rather than ex-officio Members.
- 37. **Conduct of Debate** – (2) to include definitions of a point of order and personal explanation.
- 39. **Disorder** - inclusion of warning before any action is taken.
- 44. **Interests** – to bring up to date with current legislation.

Part 9 Property – the following new SO proposed to cover the responsibilities of the Capital Buildings Committee, consistent with the approved wording within that Committee’s Terms of Reference:

54. Capital Buildings Committee

Where projects have been referred to, or are within the remit of, the Capital Buildings Committee, decisions in relation to the acquisition and disposal of properties related to the project, including disposal or alternative use of current operational properties to be vacated on completion of the project, shall sit outside of the normal Standing Orders (53-60) governing acquisitions and disposals.

57. Freehold Disposals – revised amounts for anticipated receipt requiring approvals from £0.5M to £1M, to bring consistency with the thresholds for leasehold disposals.

59. Variations – revised to clarify financial delegation limits and present the figures in a table, consistent with other related Standing Orders.

Proposal

- 4. It is recommended that the Court of Common Council is asked to approve these changes.

Appendices

- Appendix 1 – Revisions to Standing Orders

Greg Moore

Town Clerk’s Department

T: 020 7332 1399

E: gregory.moore@cityoflondon.gov.uk

This page is intentionally left blank

Agenda Item 7

Committee(s): Policy and Resources Committee Court of Common Council	Date(s): 4 July 2019 18 July 2019
Subject: Scheme of Delegations to Officers	Public
Report of: The Town Clerk	For Decision
Report author: Greg Moore – Principal Committee and Members’ Services Manager	

Summary

This report sets out various updates and proposed changes to the City Corporation’s Scheme of Delegations to Officers.

The Scheme was last reviewed in 2014 and now needs updating to take account of revisions made to officer and departmental structures, updates to legislation, and a number of proposed new delegations to assist in the day-to-day management of the organisation. The opportunity has also been taken to correct any drafting errors.

All the changes can be seen in the revised Scheme which is set out at Appendix 1. A summary table within this report also sets out where major changes are proposed.

As the Committee responsible for the review and co-ordination of the governance of the City of London Corporation, including its committees, standing orders and outside bodies scheme, the Committee is asked to consider the Scheme in its entirety and submit it to the Court of Common Council for approval.

These proposals incorporate those amendments already approved at your June 2019 meeting in relation to powers delegated to the City Surveyor.

Recommendation

It is recommended that the proposed changes to the Scheme of Delegations to Officers be approved and the Scheme, as amended, be submitted to the Court of Common Council for approval.

Main Report

Background

1. To facilitate the administration of the City Corporation's many and complex functions, the Court of Common Council delegates the majority of its functions to its Committees and Officers. Individual committee Terms of Reference set out the functions delegated to committees, whilst the Scheme of Delegations sets out those functions which have been delegated to Officers.

Proposed changes

2. The Scheme of Delegations has not been subject to a comprehensive review since 2014. Therefore, many delegations make reference to out of date legislation, whilst other the practical administration of other areas have changed over the years with new delegations being added.
3. In the process of reviewing the Scheme, the opportunity has also been taken to ensure any drafting errors are corrected. As a matter of good governance, the City Corporation should ensure it has an up to date Scheme that is publicly available.
4. Whilst many of the changes to the scheme reflect updated legislation, revised officer structures and drafting corrections, there are a number of more substantial changes proposed. The table below highlights the major changes and can be cross referenced with the revised Scheme which is set out at Appendix 1.

Chapter	No.	Change
General conditions of delegation		Updates to policies and codes
	Overall delegations to officers	New 3 rd paragraph to cover the legal framework under which delegated action is taken
	Contracts	Reworded para 8 and 8(c) to reflect that approved lists are no longer used
Employment matters	16	To include reference to guidance agreed by Establishment Committee
	42	Addition to include ex-employees in respect of dismissal on grounds of ill-health and early release of pension
	43	Decrease in the number of days of special leave able to authorise
	48	Delegation to waive reductions to benefits in cases of early/flexible retirement moved to here from under Director of HR
	50	Increase in maximum value of Market forces Supplements from £5k to £10k able to authorise
Town Clerk and Chief Executive	6	Updated wording for discharging functions under Civil Contingencies Act

	16 - 30	Additional delegations relating to cultural activities to reflect revised departmental structure and additional delegation (20) regarding responsibility for the management of the CoL Police museum
	32	Additional delegation regarding Bridge House Estates
Director of HR	2(c)	Adding 'Judges' to authority to increase salaries
	old 7	Moved to new 48 under Employment matters (see above)
The Chamberlain	18	Amended to include waivers up to £50k in accordance with the Procurement Code
Commissioner for the City of London Police	4	Amendment to wording to authorise the provision of occupational health services to civilian staff
	9	Added responsibility for the management of the museum collection
Comptroller and City Solicitor	8	Additional delegation regarding acting as data protection officer under GDPR
City Surveyor	17 - 21	Added delegations to cover capital projects
Director of Community and Children's Services	5	Amended to make the delegation on submitting responses to Government consultative documents clearer
	16	Additional delegations covering homelessness
	Commercial Property	Heading made more specific
	38 – 41 & 43/44	Additional delegations covering community libraries to reflect present departmental structure
	47	Delegations to other officers updated
Director of Built Environment	22 - 55	Additional highways and transport delegations included
	59 - 79	Additional delegations covering City Walkway included
	85	Additional delegation regarding action under Anti-Social Behaviour, Crime and Policing Act
	90 - 96	Additional delegations covering proceedings under the Environment Act, London Local Authorities Acts, Local Authorities Act and Highways Act
	Delegations to other officers	Updated

	Development Management	Deletion of delegation relating to applications for Conservation Area Consent
	119	Additional authority under S106 of the Town and Country Planning Act 1990
	120	Deletion of delegation relating to S106 of the Town and Country Planning Act 1990
	124	Additional delegation relating to the Thames Tideway Development Consent Order and other similar Development Consent Orders
	125	Additional delegation regarding Planning Performance Agreements and discretionary planning services
	126 & 127	Removal of reference to being agreed by the Chairman of the Planning & Transportation Cttee
	Crossrail	Existing delegations deleted
	132	Additional delegation in relation to making payments for Crossrail contributions
	133 - 140	Insertion to make existing provisions covering Local Plans, Land Charges and Local Flood Authority delegated to the Policy and Performance Director
	Delegations to other officers	Various amendments
District Surveyor	148	Additional delegation regarding special and temporary structures etc.
Director of Markets and Consumer Protection	Markets	Delete existing no.3 regarding authorising the City Solicitor to institute legal proceedings
	8: 65	Amended delegation under London Local Authorities Act regarding street trading offences
	8: 105-107	Additional delegations under the Consumer Rights Act, Enterprise and Regulatory Reform Act and Highways Act
Director of Open Spaces	2	Additional general delegation to institute legal proceedings
	6	Insertion of reference to Public Spaces Protection Orders
	8	Additional delegation to authorise the issue of Fixed Penalty Notices
	9, 18, 27 & 37	Additional consultation with City Surveyor and City Solicitor inserted

	9, 27, 37, 45 & 52	Additional provision to grant licences
	11	Additional delegation to let out recreational premises
	28	Additional delegation regarding wayleaves (to bring it into line with other open spaces)
	31 & 46	Additional delegation regarding sale of produce
	33	Additional delegation regarding granting licenses (to bring it into line with other open spaces)
	43 & 44	Additional delegations regarding cemetery and crematorium byelaws
	47 - 51	Additional delegations regarding Tower Bridge and the Monument
	52	Additional delegation regarding Keats House and Ten Keats Grove wayleaves and licences
Head Teacher, City of London Freeman's School	1(a), 1 (b), 7, 8, &12	Amended to clarify the purpose of reporting actions to the Board of Governors
	1(b)	Additional provision regarding new posts of Head of Department and above
	10	Additional delegation to approve compassionate leave
	14	Additional posts regarding dismissal included
	15	Additional posts regarding suspension included
Head Teacher, City of London School	2,3,8,9 &12	Amended to clarify the purpose of reporting actions to the Board of Governors
	7	Existing delegation regarding the issue of documentation to teachers amended to be more specific
Head Teacher, City of London School for Girls	3,4,9,12,13 & 20	Amended to clarify the purpose of reporting actions to the Board of Governors
Principal, Guildhall School of Music and Drama		No changes
The Remembrancer		No existing delegations
Managing Director, Barbican Centre		No existing delegations

Proposals

5. The Policy and Resources Committee is responsible for the review and co-ordination of the governance of the City of London Corporation, including its

committees, standing orders and outside bodies scheme, reporting as necessary to the Court of Common Council. The Committee is therefore asked to consider the Scheme in its entirety and submit it to the Court of Common Council for approval.

6. It should be noted that a report on revising Standing Orders appears elsewhere on this agenda.
7. The Scheme of Delegations is subject to constant change and updating. Therefore, as new or amended delegations are agreed, the Scheme will need to be suitably amended. By approving the Scheme now as submitted, this will provide an amended core Scheme upon which future amendments can be made.
8. Members may wish to note that the City Surveyor submitted a separate report (June 2019) on the various Financial Thresholds and Project Approvals required in relation to acquisitions, disposals, variations, maintenance and project management arrangements. These changes have been incorporated within the attached revised Scheme of Delegations without indication, as they have already been considered and approved on their own merits.

Appendices

- Appendix 1 – Revisions to the Scheme of Delegations to Officers.

Greg Moore

Town Clerk's Department

T: 020 7332 1399

E: gregory.moore@cityoflondon.gov.uk

Agenda Item 8

Committee(s): <u>For Decision</u> Policy and Resources Committee	Date(s): 4 July 2019
<u>For Information</u> Board of Governors – City of London Freemen’s School Board of Governors – City of London School for Girls Board of Governors – City of London School Standards Committee	25 September 2019 7 October 2019 9 October 2019 4 October 2019
Subject: The City of London Corporation’s Independent Schools and Parent Governors	Public
Report of: The Town Clerk and the Comptroller & City Solicitor	For Decision
Report author: Polly Dunn, Senior Committee and Member Services Officer Edward Wood, Chief Solicitor	

Summary

This report concerns the management of the City Corporation’s three independent schools, and the extent to which the parents of current pupils can and should be able to serve as Governors. This report recommends making some change to the current constitutional arrangements and presents two options for consideration, depending on whether Members are for or against parental representation on those Boards.

Recommendation(s)

Members of the Policy and Resources Committee are asked to either:

- Recommend to the Court of Common Council that the parents or guardians of any child currently studying at the City of London School, the City of London School for Girls or the City of London Freemen’s School should be ineligible to sit on the Board of Governors for that School; or
- Request that the Board of Governors of the City of London School, the City of London School for Girls and the City of London Freemen’s School consider in more detail whether it is in the Schools’ best interests to allow parental representation and, if so, how this could best be achieved.

Main Report

Background

1. This report relates to the constitutional and governance arrangements for the Boards of Governors (“the Boards”) of the City Corporation’s three independent schools – the City of London School, the City of London School for Girls and the City of London Freemen’s School (“the Schools”).
2. In the last year the Standards Committee has received two requests for a dispensation to enable Members with children at one of the Schools, who had been appointed to the Board of that School, to fully participate in its business. The Standards Committee felt unable to grant those applications and as a result one Member subsequently stood down from his position as Governor and the other is not currently attending meetings, pending further consideration of this matter.
3. Following the second application, the Standards Committee asked that a resolution be sent to the Policy and Resources Committee, in view of that Committee’s overall governance role, on the issue of interests affecting the ability of a Member with children at one of the Schools to serve on that School’s governing body, in order to allow the Policy and Resources Committee to consider the matter further and possibly seek a solution to it. The resolution that was submitted is included at Appendix 1.
4. The Policy and Resources Committee considered the resolution at its meeting on 15 November 2018. The Committee agreed that it was unfortunate that Members with children at one of the Schools were effectively precluded from serving on the Board and that this was contrary to practice at other independent schools or in relation to parent governors more generally. Reference was also made to the way in which the provisions of local government legislation were perhaps inappropriately applied to the City Corporation’s non-local authority business. The resolution was noted and officers were asked to explore a solution to the issue identified.

The constitutions of the School Boards

5. The constitution and terms of reference of each of the three School Boards, as approved by the Court of Common Council, is attached at Appendix 2. Members will note that each of the Boards currently include provision for appointing a number of co-opted Governors with experience relevant to the Board. The co-opted Governors do not count towards the quorum, are not eligible to be Chairman, and any decision taken requires the agreement of a majority of the Common Council Governors present at the meeting and voting. Historically none of the co-optees have been parents of current pupils, and there is no provision for dedicated parental representatives (“Parent Governors”). Equally, however, there is nothing explicit to say that the parents of current pupils are ineligible to serve as Common Council Governors or co-opted Governors.

6. The governing documents of the three Schools (the Scheme and Acts of Parliament) are silent on the precise composition of the Boards. The City of London School and the City of London Freeman's School are subject to statutory provisions regarding the ineligibility of any person with an interest to sit on the Board in question. However this is considered to be restricted to works contracts rather than having a wider application to a parent with a child at the School.

Position under the Localism Act 2011 and the Members' Code of Conduct

7. The City Corporation's Member Code of Conduct applies to both elected Members and co-opted Members, and to all of the City Corporation's functions, not just its local authority or police authority functions. Members must have regard to the Seven Principles of Public Life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
8. Paragraph 13 of the Code of Conduct, which reflects section 31 of the Localism Act 2011, specifically provides in relation to interests that:

"Unless dispensation has been granted, you may not participate in any discussion of, vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State."

9. One of the categories of disclosable pecuniary interest specified in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 is any undischarged contract between a Member (or their spouse/partner) and the City Corporation for goods or services. As a parent of a child at one of the Schools, a Member (or their spouse/partner) will in most cases be party to a contract with the City Corporation for their child's education and will therefore have a disclosable pecuniary interest in much of the business of the relevant Board. This does not prevent a Member from being appointed to that Board but, in the absence of a dispensation, their participation in the work of that Board is likely to be significantly impacted. The City Corporation may be unique in applying this particular governance framework to its three Independent Schools, although all schools will have their own governance arrangements in place.
10. Under section 33 of the Localism Act 2011 the City Corporation may, on a written request, grant a dispensation for up to four years allowing a Member to speak and/or vote in the circumstances described in the dispensation, notwithstanding any disclosable pecuniary interest. The granting of dispensations is a function that the Court of Common Council has delegated to the Standards Committee. Members will know that the Standards Committee recently produced a policy and guidance document on the granting of dispensations, which contains much more detailed information. That policy and guidance document does not specifically address the issue of Members with children at one of the Schools, partly because of this separate work stream.
11. In order to grant a dispensation, one of the statutory grounds must be satisfied. There are only two grounds that are potentially relevant in this case. One is that,

without the dispensation, the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business. This ground would not be satisfied at the present time, although could potentially be satisfied in the future if circumstances changed, or the composition of the Boards was altered. The other statutory ground is that it is otherwise appropriate to grant a dispensation. This ground could be made out if, for example, it was felt that the introduction of Parent Governors would assist with the good governance of the Schools.

12. In relation to the previous requests, one Member applied for a dispensation to speak and vote on all core strategic business of the Board where no direct pecuniary interest arose. The other sought a dispensation to speak and vote on all business of the Board, with the caveat that he would not vote on any matter that had a direct financial impact on him as the parent of a pupil, such as school fees. The grounds advanced were generally that: (i) if a dispensation were not granted the Board would be left with a further vacancy and this may impact on its ability to transact its business; and (ii) it was appropriate to grant a dispensation because it was common practice for parents to serve on school governing bodies in both independent and maintained schools, and to withdraw from the business when a specific pecuniary interest arises, and that a majority of the discussions would have no such direct impact.
13. In considering those requests the Standards Committee noted that there were some current Board vacancies, but felt that this was not sufficient to satisfy the first statutory ground. On the second ground, it was noted that the City Corporation had chosen not to have Parent Governors on the Boards, and that the role of a Common Council Governor was different. Regarding the wording used in the applications, the Standards Committee also felt that it was not possible to easily determine in every case what business before the Board was or was not relevant to the disclosable pecuniary interest. Whilst being sympathetic to the possibility of a Parent Governor role, and the content of the applications, both requests were therefore refused. However, there is currently nothing to stop further requests being submitted in the future, either for a Governor's term of office, or for a specific meeting or item of business, and any application would be considered on its own merits, and in line with the new policy.
14. It is also important to bear in mind that the City Corporation has voluntarily chosen to apply its Member Code of Conduct to its City's Cash functions, including its management of the Schools. This has advantages in terms of simplicity and consistency, particularly for those Committees exercising both local authority and non-local authority functions. It may also assist with the public perception of good governance. Ultimately, however, it would be open to the Court of Common Council to adopt alternative arrangements for the Schools, to facilitate the introduction of Parent Governors, if this was considered to be beneficial or necessary. For example, the Court of Common Council could disapply the disclosable pecuniary interest provisions in respect of contracts for education between Members of the Board and the City Corporation.

Feedback from the Schools

15. The jointly held opinion of the Headteachers of the three Schools is provided in a detailed note at Appendix 3, which analyses the issues and compares and contrasts the position with state schools and other independent schools. In summary, they advise that larger, more established independent schools very rarely have current parents on their boards. The Headteachers have serious reservations about allowing elected Members with children at one of the Schools to sit on its Board as a Common Council Governor under the current arrangements, due to potential confusion over roles, concern that this could be seen as 'double standards' by other parents, and the fact that they would be eligible to become Chairman. This option is therefore not recommended.
16. The Headteachers also note that the Boards have not had a chance to discuss how desirable a wider scheme of parental representation is and how best this could be achieved. In the absence of such a discussion, they continue to favour the current system of co-opting parents of recent leavers on to the Boards as this achieves the object of 'parental insight' without the attendant conflicts of interest. Their concerns relate to both the disclosable pecuniary interest issue (on which they consider that almost any item of business for the Boards will have financial implications) but also wider issues around disciplinary action, pastoral care, access to sensitive information, etc. which goes beyond the ambit of any dispensation.
17. This report is also being circulated to all Members of the three Boards for consultation prior to consideration by the Policy and Resources Committee and any additional comments received will be collated and included in the papers for the July meeting (Appendix 4).

Options

18. Preserving the status quo is not recommended. One option would be to formalise the current *de facto* bar on elected Members and co-opted Members serving on a Board where they have children or dependents at the School in question by amending the constitution and terms of reference for each of the Boards to make it explicitly clear that a Member in that situation is not eligible to serve. This could be achieved relatively easily through a report to the Court of Common Council, and the greater clarity would prevent any further ad hoc applications to the Standards Committee.
19. Alternatively, if Members wish to explore the option of Parent Governors further, then it is recommended that the Boards should be asked to consider in more detail whether it is in the Schools' best interests to allow parental representation. They could be asked to consider an appropriate method of appointment, and whether elected Members should be able to stand for these roles in the same way as other parents. They could also be asked to consider the appropriate remit of such a role. If the conclusions were positive, a report could subsequently be taken to the Court of Common Council seeking to amend the constitution and terms of

reference for each of the three Boards to include Parent Governors. With such a policy steer, and armed with more information, and as part of a wider framework of safeguards and constitutional changes, the Standards Committee could then be asked to develop guidelines on the granting of an appropriate dispensation to all Parent Governors. If necessary, the disclosable pecuniary interest provisions could be disapplied to contracts for education in these circumstances.

Conclusion

20. The current situation has led to some confusion about whether Members with children at one of the Schools should be permitted to serve on the Board of that School and participate in its business. It is recommended that this confusion is removed, either by making it explicitly clear that the parents of current pupils are not eligible to serve as Governors, or by exploring new arrangements for wider parental representation.

Appendices

- **Appendix 1** – *Standards Committee resolution to Policy & Resources*
- **Appendix 2** – *Constitutions of the three School Boards*
- **Appendix 3** – *Note from the Headteachers of the three Schools*
- **Appendix 4** – *Feedback from Governors of the three Schools*

Background Papers

- *Policy and guidance on the granting of dispensations under the Localism Act 2011 and the Members' Code of Conduct*

Contacts:

Polly Dunn
Senior Committee and Member Services Officer
020 7332 3726
polly.dunn@cityoflondon.gov.uk

Edward Wood
Chief Solicitor
020 7332 1834
edward.wood@cityoflondon.gov.uk

Committees:	Date(s):
General Purposes Committee of Aldermen	2 July 2019
Policy and Resources	4 July 2019
Finance Committee	23 July 2019
Subject: Initiation & Implementation of Charities Review	Public
Report of: Chief Grants Officer & Director of City Bridge Trust (CGO)	For Decision

Summary

The City of London Corporation has a long history and considerable experience of working with and through charities. The City Corporation is trustee of, or has powers of nomination or appointment to, c.100 charities, including Bridge House Estates (1035628) (BHE) ('the City charities'). The City Corporation hosts and manages many of these charities whilst also funding a further c.400 charities at any one time through City's Cash and the City charities - and whether through the work of City Bridge Trust (CBT) which is funded from BHE, the Central Grants Programme (CGP), or other charities for which it is trustee, etc.

This paper seeks approval to undertake, implement and resource a review of the City charities (the Review) to allow the recommendations from previous corporate Reviews to be properly implemented to ensure full regulatory compliance; demonstrate leadership by modelling current good practice; and achieve the most positive impact for our communities. The Review will: be mindful of latest Charity Commission guidance; and build on the success of previous corporate Reviews and the current BHE governance review, as well as the work of CBT and Central Grants Unit (CGU) co-located with the CBT Team which oversees the CGP. The Review will complement the City Corporation's Corporate Plan, Philanthropy Strategy objectives and the current Fundamental Review, and is intended to further develop the Chief Grants Officer's (CGO) Team as the corporate centre of charitable excellence.

The proposed Review will be overseen by a cross-departmental officer working group chaired by the CGO and include key representation from the Chamberlain's, Comptroller and City Solicitor's and Town Clerk's Departments. The Review will include an investigation and an implementation phase, and additional project management, financial and legal resources will be needed, working with and under the direction of in-house expertise.

Recommendations:

1. To agree that a comprehensive Charities Review should be undertaken and implemented: led by the CGO and overseen by an appropriate cross-departmental officer working group, with Members being regularly updated and their input sought at relevant committees/charity boards during the course of the Review; and

2. To agree to delegate authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman of the Finance Committee, to take the decision as to the allocation of resources for the Review through a request by the CGO to the Finance Committee Contingency Fund held within City's Cash.

Main Report

Background

1. The City of London Corporation has a long history and considerable experience of working with and through charities: including governance, management, funding and the provision of benefits in kind. The City of London Corporation is trustee of, or has powers of nomination or appointment to, c.100 charities, including BHE - the 7th largest charity in the UK.
2. The City charities comprise a diverse and somewhat disparate portfolio, reflecting the City Corporation's unique constitution and history. In most cases the City Corporation undertakes this work in its general corporate capacity and thus the City's administration of and other governance support for the various charities has been principally funded from City's Cash. Around a decade ago substantive work was undertaken to rationalise a significant number of the 100's of charities associated with the City Corporation. Those outcomes were in the main very successful in reducing the number of charities and in simplifying administration of many of the remaining charities. However, subsequent work to properly implement the governance and administration changes arising, as well as other good practice, has not been as successful for want of financial resources and co-ordinated corporate oversight/expertise.
3. In 2015, the City Corporation undertook a review of its grant-making activities across its various functions (excluding BHE). The aim of the Grants Service Based Review (Grants SBR) was to increase the strategic impact of grant-making, ensure that the grants were managed more efficiently and effectively, improve the consistency and quality of the customer experience and so bring consequential reputational benefits. The Grants SBR sought to also identify internal administrative improvements required to deliver the aims of the Review, which outcomes included changes to committee structures and financial recording, and better capture and reporting of "benefits in kind". It also sought to identify where the general recommendations for better grant-making by the City Corporation had relevance for the various City charities and made associated recommendations for the various trustee/s to consider. Since then as resources permit, governance changes have been progressed on a case by case basis for individual charities. Similarly, with the earlier Charities Review, no resources were set aside for implementation of the recommendations.
4. In March 2016, the Resource Allocation (Policy & Resources) Sub-Committee and the Policy and Resources Committee received a report outlining the work arising from the Grants SBR which led to the establishment of a CGP with four themes approved by Policy & Resources Committee, each led by a Service Committee with the appropriate expertise, and which encompassed City's Cash as well as charitable funding. It was agreed that the CGU should be established, which could draw on the considerable existing charitable funding expertise of the CBT Team, and help create a centre of excellence for the City's grants administration, charitable and non-charitable.
5. In 2017, the usual 5-year strategic review was undertaken for BHE which led to a new charitable funding strategy 'Bridging Divides' being approved by the Court of Common Council for the City Corporation as trustee of the charity, which activities are delivered in the name of CBT. As part of this new strategy is

was agreed that the City Corporation should look to be the best possible trustee of BHE to support delivery of this strategy. The current BHE governance review has therefore been initialised to: ensure that this leading charity efficient and effective in its governance and management and that it can achieve the most impact for communities within Greater London; and demonstrate leadership in the sector by modelling good practice for others.

6. In 2018, the Philanthropy Strategy was agreed by the City Corporation both for itself, and in its capacity as the corporate trustee of BHE. This further commits the City Corporation to modelling good practice.
7. A restructure of Officer roles was also completed in 2018 which led to additional strategic capacity and expertise in delivery of charitable and philanthropic work by the City Corporation. The CGO role was extended to undertake a 'Head of Profession' function across all of the City Corporation's charitable activities, which complements the Chamberlain's Head of Charity & Social Investment Finance role, the Director of Philanthropy role, the Head of the CGU role and the Corporate Charity Business Manager - all of whom report to the CGO (whether directly or indirectly). This breadth of expertise has also been recently augmented by a new senior communications post to support the philanthropic work of the City Corporation, including as trustee of BHE.
8. The external operating environment for charities in the UK is one of heightened scrutiny and reduced public trust. The sector's regulator, The Charity Commission, has therefore launched a Revitalising Trust programme. This programme is targeting charities in England and Wales that are dormant, ineffective or inactive.

The Proposed Review

9. Progress has been made in making more of the City Corporation's charitable and philanthropic activity. However, there is much more work to be done to achieve the full impact and better communicate that impact - commensurate with the experience and scale of the City of London Corporation's activity in this area.
10. The external and internal context for the Review is propitious. The Review will be mindful of latest Charity Commission guidance, alongside the Charity Governance Code (issued in July 2017); and will include an investigation and an implementation phase focused on modern regulatory compliance and opportunities to increase the efficiency & effectiveness of the various City charities' governance and management within the context of the corporate Fundamental Review.
11. The potential outcomes of the Review, subject to the agreement of the relevant Committees and trustees, will be:
 - a. A charities portfolio that has been fully reviewed to ensure regulatory compliance;
 - b. A charities portfolio that is drawing on good practice at governance and managerial levels;
 - c. A charities portfolio which has been rationalised to ensure exceedingly small, dormant or inactive charities are closed down or merged;

- d. A charities portfolio which is efficient in its management and governance, making the most of any potential operational economies of scale;
 - e. A charities portfolio which is effective in delivery: making the most of strategic connections; quantifying and communicating its impact;
 - f. Implementation of systems which adequately support the on-going effective administration of the charities, individually and collectively (including maintaining a central database of cross-departmental records and historic data).
12. The Review will be led by the CGO drawing heavily on the expertise of the above-mentioned posts. To achieve the objectives, additional project management, financial and legal resources will be needed, working with and under the direction of the in-house expertise.
13. There is no current budgetary provision to support this Review, therefore it is proposed that if the Review is agreed, a request is made by the CGO to the Finance Committee Contingency Fund held within City's Cash to resource the Review, given the in-year timing of the request. This request will be informed by the Chamberlain's, Comptroller and City Solicitor's and Town Clerk's Departments' input. It is anticipated that following the Review, informed recommendations can then be presented to Members in respect of any on-going resourcing implications for the strategic oversight, administration and governance of the City's charities over the longer-term.

Review oversight

14. This work will be led by the CGO and overseen on a day to day basis by the Corporate Charity Business Manager who directly reports to the CGO. The work will involve a cross-departmental officer working group chaired by the CGO, including key representation from the Chamberlain's, Comptroller and City Solicitor's and Town Clerk's Departments. This working group will work closely with relevant officers and will seek the input of Members and trustee boards throughout the Review through appropriate discussion and consultation.
15. The Review will ultimately be accountable to the Policy and Resources Committee, but it is suggested that emergent findings are reported to and considered by the Finance Grants Oversight and Performance Sub-Committee (which following the Grants SBR now has oversight of general corporate grants activities and the CGP) prior to Policy and Resources.

Conclusion

16. Reflecting the City Corporation's historic and continuing involvement in supporting charitable and philanthropic activity for the benefit of the community, and the increasing regulatory scrutiny, it is considered timely that the City Corporation should undertake a further review of the City's charities to ensure their effectiveness and to embed appropriate centralised oversight and best-practice within the City Corporation. The CGO is well-placed to lead on this work in consultation with Members and relevant officers.

Scott Nixon, Town Clerk's Department,
Scott.Nixon@cityoflondon.gov.uk / 020 7332 3722

Committee(s)	Dated:
Policy and Resources Committee	4 th July 2019
Subject: Regulation of Investigatory Powers Act 2000 – update report	Public
Report of: Comptroller and City Solicitor	For Information
Report author: Michael Cogher, Comptroller and City Solicitor	

Summary

1. The Regulation of Investigatory Powers Act 2000 (RIPA) regulates surveillance carried out by public authorities in the conduct of their business, specifically the monitoring, recording and interception of communications; the requisition, provision and handling of communications data; and the use of directed covert surveillance.
2. To ensure that the City Corporation remains compliant with the requirements set by the Office of Surveillance Commissioners and the relevant Codes of Practice, this report confirms that no requests under the Regulation of Investigatory Powers Act (RIPA) 2000 have been received by the RIPA Monitoring Officer/Co-ordinator since the last report to the Policy and Resources Committee on 4th October 2018.
3. The role of Senior Responsible Officer (SRO) sits with the Town Clerk who, following staff changes, has delegated responsibility to the Comptroller and City Solicitor. It is recognised good practice to report to members on the use of RIPA.

Recommendation:

Members are asked to:

1. Note the report and Inspection outcome – November 2018

Main Report

Background

4. The City of London Corporation has now been inspected twice, once in September 2015 and then in November 2018. Since the last inspection the City has not utilised any CHIS or directed surveillance authorisations, albeit one 'NON-RIPA' management authorisation was granted for a test purchase operation.

The Investigatory Powers Commissioner's Office (IPCO) Inspection – November 2018

5. The feedback from the inspection in November 2018 was very positive and concluded that the IPCO is content with the policies and procedures which are now in place to control and manage how covert investigative powers may be used by the Corporation. The Inspector has particularly noted the effort that has been made towards meeting the recommendations of the previous Inspection that took place in 2015. As a consequence, all outstanding recommendations from the 2015 Inspection have been discharged and no new ones have been made.

Current Position – Authorisations, Training, Policy and Procedure

6. *Authorisations*: Since the last report to the Committee in January 2017, no requests under the Regulation of Investigatory Powers Act 2000 have been received apart from the one NON-RIPA directed surveillance activity which was previously reported to committee. It was an application that fell outside of RIPA as it was an investigation that was *not* a core function of the authority. As our Policy states that we will follow the RIPA procedure for such applications, we did so in this case.
7. *Training*: Since the last report to Committee in October 2018 there have been no new appointments or changes to the Authorising Officers' (AO) who can authorise applications under RIPA in accordance with the procedures and the RIPA Monitoring Officer/Coordinator (RMO). A refresher training programme is now being put together and will be rolled out in 2020.
8. Following the delegated authority to the Comptroller and City Solicitor from the Town Clerk on the 4th October 2018 the updated Policy and Procedure has now been issued, launched and fully implemented as per the recommendations to this Committee. Guidance and communication have been issued to staff.

Conclusion

9. The Corporation is now in a good place following the latest inspection and the implementation of the updated Policy and Procedures and is well equipped to deal with any Regulation of Investigatory Powers Act (RIPA) 2000 requests and authorisations in accordance with legislation.

Appendices:

- a. IPCO Inspection outcome report – November 2018

Michael Cogher, Comptroller and City Solicitor,
T: 0220 7332 3699,
E: michael.cogher@cityoflondon.gov.uk

Committee(s)	Dated:
Policy and Resources Committee – for decision	04072019
Subject: City Corporation’s Position on the Proposed ‘Crossrail 2’ New Railway Project	Public
Report of: Carolyn Dwyer, Director of the Built Environment	For Decision
Report author: Paul Beckett, Policy & Performance Director, DBE	

Summary

‘Crossrail2’ is a proposed new railway linking the national rail networks in Surrey and Hertfordshire via a new underground tunnel through central London. The proposed route does not pass through the City but runs in tunnels through the West End. It will have station interchange connections with many London Underground lines, London Overground, the Elizabeth Line, and to mainline rail stations giving access via HS1 to Europe and via HS2 to Birmingham and the North.

Crossrail2 will improve the capacity and resilience of the central London rail and tube network by offering more route choices which enable passengers to by-pass some of the busiest stations. It will improve the regional rail network and will provide congestion relief for some rail lines that are well used by City commuters including the South West Main Line into Waterloo and the West Anglia Main Line into Liverpool Street.

It is estimated that Crossrail2 will cost £31 billion and the Government has said London will contribute half of that cost.

There are widespread concerns about the project’s affordability and deliverability.

If the Government approves the route, the cost and the financing approach in 2019, then it is thought that the project could gain Parliamentary approval in the early 2020s, could commence construction in the late 2020s and could become operational in the 2030s.

The proponents of the scheme are seeking the support in principle of the City of London Corporation among others in order to increase the chances of Government approval. They are not looking for financial support and nor would that be appropriate for the City of London Corporation given that the proposed route of Crossrail2 does not cross the City.

Crossrail2 would benefit London as a whole and would have indirect benefits for the City, boosting the capacity and resilience of the central London rail and tube

network, and providing congestion relief for some rail lines that are well used by City commuters.

Therefore it is recommended that the project has support in principle from the City of London Corporation.

Recommendation(s)

Members are recommended to:

- Agree that the City Corporation supports improvements to public transport provision in London and the South East as such improvements would reinforce London and the City's position as an accessible and sustainable international business centre.
- Note that the campaign seeking Government commitment to the construction of a new railway across central London is being promoted as 'Crossrail2'.
- Note that the proposed new railway does not cross the City of London but would bring benefits to London as a whole and indirect benefits to the City by increasing the capacity and resilience of London's regional public transport network, and by providing congestion relief for some rail lines that are well used by City commuters.
- Agree that the City Corporation is supportive in principle of the 'Crossrail2' proposed new railway project.

Main Report

Background

1. Good transport connectivity is vital to London and to the City's business role at the heart of a dense cluster of financial and business services that serves the world market and contributes 14% of London's GDP. The City is well served by an extensive public transport network which enables a skilled and diverse labour pool within a regional population of over 20 million to access efficiently and sustainably the job opportunities provided by over 24,000 City-based enterprises.
2. The City Corporation has long been a supporter of improvements to London's transport connectivity as this reinforces London's and the City's position as an accessible and sustainable international business centre. The most recent example has been the City Corporation's early support for 'Crossrail1', which is due to open as the Elizabeth Line. This line will boost capacity and resilience across central London but projections of further strong economic and employment growth over coming decades mean that further public transport enhancements will be needed. The Crossrail 2 new railway project is a proposed

enhancement which deserves careful consideration as improvements in the public transport network which are good for London will also be good for the City.

Overview of the Crossrail2 Proposals

3. Crossrail2 is a proposed new railway linking the national rail networks in Surrey and Hertfordshire via a new underground tunnel through central London. The proposed route (see Appendix 1) does not pass through the City but runs in tunnels through the West End via Wimbledon-Clapham Junction-Victoria-Tottenham Court Road-Euston-St. Pancras-Kings Cross-Angel-Dalston-Tottenham Hale. It will have station interchange connections with many London Underground lines, London Overground, the Elizabeth Line, and to mainline rail stations giving access via HS1 to Europe and via HS2 to Birmingham and the North.
4. Key characteristics of the Crossrail 2 project are:
 - Increasing London's rail capacity by 10%; providing additional capacity for 270,000 more people to travel into London during peak periods.
 - Providing up to 30 trains per hour to destinations across London, Hertfordshire and Surrey; bringing 800 UK stations within one interchange.
 - Enabling the development of 200,000 new homes in the region.
 - Supporting 200,000 new jobs once completed.
 - Supporting 60,000 new jobs across the UK supply-chain.
5. Crossrail2 is identified in Mayor Khan's Transport Strategy and his draft London Plan as a key strategic transport improvement that will facilitate significant development and growth along the Lea Valley northwards towards Hertfordshire and Cambridge which is identified as an Opportunity Area and strategic growth corridor. Improved rail transport capacity will release the significant growth potential of this corridor, particularly to provide a significant boost to housing delivery which London needs.
6. Crossrail2 will also boost the capacity and resilience of the central London rail and tube network by offering more route choices which enable passengers to bypass some of the busiest stations. It will provide interchange stations with major rail lines such as HS1, HS2, Elizabeth Line, London Overground and many tube lines. Although the proposed route does not run through the City, these expected improvements in central London capacity, connectivity and resilience will have indirect benefits for the City which relies on an extensive public transport network for workers to access efficiently and sustainably the City's job opportunities.
7. Crossrail2 will provide congestion relief for some rail lines that are well used by City commuters. The diversion of some passengers to the new Crossrail2 line will increase capacity on the South West Main Line into Waterloo station and will relieve crowding on the Waterloo-City line. It will also increase capacity on the West Anglia Main Line into Liverpool Street station.
8. The cost of Crossrail2 is estimated to be £31 billion, a significant sum which would probably be at least 50% more than the eventual cost of Crossrail1 (Elizabeth Line). The Government has said it expects that London will bear half

the costs through a mix of funding sources. We expect these sources, to be managed by the GLA or its agent TfL, would include operating surpluses, business rate supplements, Mayoral CIL, over-site developments and land sales. Some funding steps have already been taken, such as the recent approval of the updated Mayoral Community Infrastructure Levy (MCIL2) on development in London, which it is intended will raise funds for Crossrail2 or other strategic transport infrastructure. Development in central London, including the whole of the City of London, will pay higher MCIL2 levy charge rates than developments elsewhere in London. It is estimated that the MCIL2 levy could eventually contribute 15-20% of the total cost of Crossrail2.

9. The total cost of Crossrail2 represents a significant funding challenge for the GLA and TfL and this led in 2018 to an Independent Affordability Review of Crossrail2 being jointly commissioned by the Dept for Transport and Transport for London. The Review's interim report included recommendations for further work to ensure the scheme taken forward is affordable. Further work is being taken forward to inform the next steps for the project and complete the Review. This work includes looking at ways of achieving Crossrail2's core objectives in stages instead of building a single big infrastructure scheme.
10. The proposed timetable for Crossrail2 is dependent on Government making positive decisions during 2019 on the route and financing. Such decisions will probably be made at the same time as decisions on the proposed HS3 Transpennine new rail route between Manchester and Leeds. If the Government's decision is positive then the proposed timetable is to consult on the intended route in 2019, obtain Parliamentary approval through a Hybrid Bill early in the 2020s, begin construction in the late 2020s, and for Crossrail2 to be operational in the 2030s.

Proposals

11. The City Corporation should offer its support in principle for the Crossrail2 rail project.

Corporate & Strategic Implications

12. Corporate Plan implications: Crossrail2's proposed improvement to the central London public transport network would improve London and the City's transport connectivity and reinforce the City's position as an accessible and sustainable international business centre. By doing so the proposed new railway would support the Corporate Plan aims to support a thriving economy and shape outstanding environments, with particular relevance to the following Corporate Plan Outcomes:
 - Outcome 4. Communities are cohesive and have the facilities they need.
 - Outcome 8. We have access to the skills and talent we need.
 - Outcome 9: We are physically and digitally well-connected and responsive
 - Outcome 10: We inspire enterprise, excellence, creativity and collaboration.

13. Security Implications: The proposed route of Crossrail2 does not pass through the City but runs in tunnels through the West End. Therefore it will have no security implications for the City.
14. Financial Implications: Support in principle for the Crossrail2 rail project would not have any financial implications for the City Corporation.
15. Equalities and Resourcing Implications: The Mayor considers that Crossrail2 would make London and the South East transport network considerably more accessible. The Crossrail2 project would result in a new railway, new and adapted stations, better connections and better-designed new rolling stock, which would make central London more accessible particularly to disabled people, and people with access and inclusion needs, that rely on public transport. Support in principle for Crossrail2 would not create any new HR resourcing implications.

Conclusion

16. The proposed Crossrail2 new railway project will boost the capacity and resilience of the central London rail and tube network, and will provide congestion relief for some rail lines that are well used by City commuters including the West Anglia Main Line into Liverpool Street station. It deserves support in principle from the City Corporation.

Appendices – Appendix 1: Map of the Proposed Route of Crossrail2

Background Papers - Nil

Paul Beckett

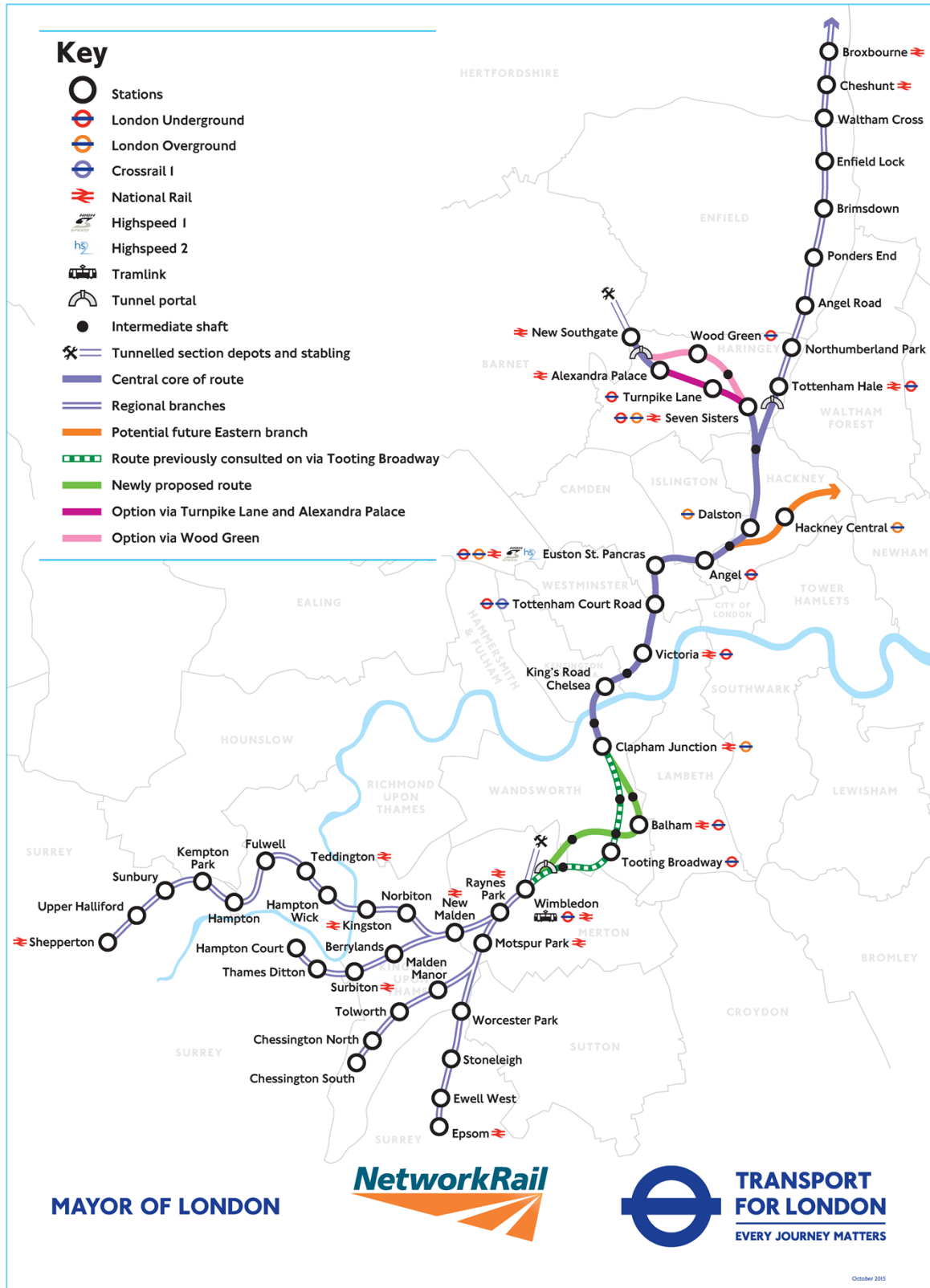
Policy & Performance Director, Department of the Built Environment

T: 020 7332 1970

E: paul.beckett@cityoflondon.gov.uk

Appendix 1 – Map of the Proposed Route of Crossrail2

Crossrail 2 route (autumn 2015)



Committee(s)	Date(s):
Resource Allocation Sub Committee Policy and Resources Committee Planning and Transportation Committee Project Sub Committee	4 th July 2019 4 th July 2019 9 th July 2019 19 th July 2019
Subject: Review of projects within the Built Environment Directorate	Public
Report of: Carolyn Dwyer, Director of the Built Environment	For Decision
Report author: Simon Glynn, Assistant Director City Public Realm	

Summary

This report provides the results of a review and proposed prioritisation of transportation and public realm projects within the Department of the Built Environment (DBE).

In December 2018, Members approved the outline methodology and approach for the DBE project prioritisation process, which would help to best deliver corporate priorities and support economic growth. The results were to include proposals to continue or stop those DBE projects under review and produce a complete funding strategy for those remaining projects.

Instead, so as not to impact on the outcome of the fundamental review, an updated approach has been taken. This makes use of the results of the DBE prioritisation exercise that has been completed along with consideration of criteria consistent with the agreed terms of the fundamental review. It is therefore proposed through this report to allocate S106 funds to priority projects that mitigate the impact of developments from which these funds were generated.

At the conclusion of the fundamental review, a further report on the DBE project portfolio including allocation of any remaining local funds will be produced, in support of the priorities and conclusions of the fundamental review.

Recommendations

It is recommended that Members:

- a. Note the methodology and ranking of DBE projects set out in paragraphs 7-12
- b. Note those DBE projects funded centrally during the period of the fundamental review as set out in Appendix 3.
- c. Agree the allocation of £3,917,518 S106 funding to 4 projects to mitigate the specific developments from which the funds were generated, including the interest accrued.
- d. Authorise officers seek an extension of time to S106s with the relevant developer/building owner where applicable as set out in Appendix 4.

- e. Authorise officers to re-negotiate the use of any S106 deposits, not allocated in this report, that require a variation of scope, to seek their use in mitigating the impacts of the developments generating the deposits, consistent with corporate priorities.

Main Report

Background

1. A review of Department of the Built Environment (DBE) projects was initiated in September 2018 with the aim of prioritising available funds. In the report 'Review of DBE Projects' to Members in December 2018, all Transportation and Public Realm (including Highways Structures) projects listed on the Project Vision system were identified.
2. Members approved that the following project categories should fall outside the scope of the proposed review:
 - Projects fully funded by S278 agreement monies (17 projects)
 - Projects previously approved at Gateway 5 and fully funded (31 projects)
 - Highways Structures fully funded by the Bridge House Estate (4 projects)
 - Projects fully funded by S106 agreement monies (11 projects)
 - Pre-project proposals to be archived in the *Project Vision* system (43 proposals)
3. This left 40 projects to review and prioritise, together with the anticipated future projects (including those contained within the Transport Strategy and City Cluster Vision).
4. As part of the December 2018 report Members also agreed that £3.6M of S106 funds be allocated to fully fund 11 projects to completion that mitigate the specific developments from which these funds were generated. A further £7.3M across multiple S106 deposits remains unallocated.
5. The following next steps were set out in the report:
 - Review the current projects against the Local Plan, Corporate Plan, relevant policies and against corporate ambitions to deliver major capital projects over the next ten years.
 - Review emerging projects (such as those contained in the City Cluster Vision and Transport Strategy) against the Local Plan, Corporate Plan, relevant policies and against corporate ambitions to deliver major capital projects over the next ten years.
 - Identify those current projects (out of the 40) that are proposed to continue to completion (together with a complete funding strategy) and those which are proposed to be stopped (together with proposals for the reallocation of any unspent funds).
 - Prepare a draft ten year plan of future Transportation and Public Realm Division projects (including Highways Structures), which will include those current projects which are proposed to continue. The proposed allocation of CIL, OSPR and remaining S106 funding will be identified against each project to produce

a complete funding strategy for each project. This plan will be reviewed annually to ensure that it keeps pace with changing priorities.

Results of DBE Project Prioritisation

Methodology

6. The detailed methodology to prioritise DBE projects was developed between officers in DBE and in the Corporate Strategy and Performance Team within the Town Clerks Department. This was to ensure a correct and consistent assessment against the Corporate Plan outcomes would be undertaken. The additional benefit of this approach was that the agreed methodology could be readily transferable in similar assessments of other Department's projects in the future.
7. Firstly, those Corporate Plan outcomes that are supported by each individual project were identified, producing a list of typically four to five Corporate Plan outcomes per project (with the most relevant Corporate Plan outcome identified).
8. Secondly, each project was assessed on a five-point scale from 'very low' to 'very high' based on the strength of the individual project's support for each of the Corporate Plan outcomes. This assessment was based on the outcomes and benefits of each project and the relative impact of these benefits. The scores were agreed by an officer group and projects were given an initial ranking. However, this approach did not result in a sufficient disaggregation of scores between individual projects in order to produce meaningful results.
9. Following feedback from the Corporate Strategy and Performance team on this first set of results, a second set of criteria were added. This included the estimated cost of a project, the transformational impact of a project and its complexity, all using the same five-point scale. The intention was to undertake a more detailed cost/benefit analysis of each project by the officers working group and produce a more disaggregated set of results. The results were somewhat clearer but not conclusive. DBE officers presented the results to the Deputy Chamberlain for further advice.
10. Following feedback from the Deputy Chamberlain on this second set of results, an additional criterion was included, which was the extent to which each project mitigated a Corporate Risk on the current Corporate Risk Register. These final results produced a clearer disaggregation of projects. A summary of this methodology is provided in Appendix 1.
11. The results of the DBE prioritisation exercise are presented in Appendix 2. This includes Graph 2 and Table 1 which summarises the ranking of each project assessed.

Interim and Fundamental Review

12. In March 2019, Members approved a report on 'Fundamental Review: Design Principles and Governance'. The scope of the interim review relates only to schemes funded from central sources, which include the provisions for new schemes, On Street Parking Reserve, Community Infrastructure Levy (CIL), flexible external contributions and additional allocations from the general reserves of City Fund or City's Cash. Those DBE projects that are to be progressed using central funds during the period of the fundamental review are identified in Appendix 3.
13. Projects wholly funded from external grants, tenant /developer contributions e.g. under S278 agreements and most S106 deposits are excluded from the fundamental and interim review .On that basis, this report makes recommendations on the allocation of these local funds during the period of the fundamental review to allow priority projects which have been identified, to progress to completion.

S106 Spend Plan

Approach to Funding Allocation

14. The proposed principles of allocating these restricted S106 funds in this report are as follows:
 - i. Projects must mitigate the specific impacts of developments from which the funds were generated (noting the results of the DBE prioritisation exercise, which produced a ranking of DBE projects, will be used to prioritise the use of S106 funds).
 - ii. Projects in receipt of S106 funding shall be delivered (and therefore be fully funded) using a combination of S106 and other local funding sources, without future reliance on central funding.
 - iii. Projects can utilise local funding sources (s106 and/or S278 or specific TFL grant) as and when these funds become available, consistent with the budget profile for each project and these funding sources can be used in any combination
 - iv. The S106 funds to be allocated shall include any accrued interest, which is required to be treated as if it were part of the principal sum paid by the Developer.
 - v. The projects that are recommended to be taken forward using the S106 funding include projects, pre-project proposals or complete phases of a larger programme or strategy that can be delivered in full with the allocated funding.

Results of the prioritisation of S106 funds

15. Recommendations regarding the prioritisation of S106 funds are set out in Appendix 4. In summary:

- i. Four projects and pre-project proposals are proposed to receive S106 funds. Individual project gateway reports will be submitted for Member consideration that detail the overall project budget and combination of local funding sources to be used.
- ii. These are:
 - a. City Cluster Vision Phase 1 Implementation (incorporating City Cluster and Fenchurch Street Healthy Streets Plan).
 - b. Crossrail Urban Integration – Liverpool Street
 - c. Crossrail Urban Integration – Moorgate
 - d. Temple and Fleet Street Healthy Street Plan
- iii. Of these four projects, one project, Temple and Fleet Street Healthy Street Plan is proposed to receive S106 funds that do require a further extension of time to that stipulated in the specific S106 agreements. It is recommended that officers be given authority to seek time extensions to the relevant agreements for the use of these funds.
- iv. Note the projects and pre-project proposals (included in Appendix 3) that have been approved to continue using central funds during the period of the fundamental review by Resource Allocation Sub Committee, those that have been recommended for S106 funding in this report and those separately (and fully) funded by local or external funds. All other projects will remain on hold until the conclusion of the fundamental review and will be the subject of a future report on the overall DBE project portfolio.

Corporate & Strategic Implications

16. The Corporate Plan, 2018-23 has been used as the strategic framework for this work.

Financial Implications

17. The allocation of S106 funds as described in this report is in accordance with the agreed terms of the corporation-wide fundamental review and in support of the outcomes of the Corporate Plan. The use of funds is in accordance with the terms of the respective legal agreements to which the relevant S106 deposits relate.

Legal Implications

18. Any S106 payments made and held for specific purposes will be spent on the purposes for which they are held or to address the impacts of specific developments, in accordance with the City's obligations under the relevant S106 Agreements unless these agreements are specifically re-negotiated with the relevant parties.

Public Sector Equality Duty

19. Full analysis of the proposed allocation of S106 funds has been undertaken by officers to ensure due diligence in this regard.

Conclusion

20. This report provides the results of both a review and proposed prioritisation of transportation and public realm projects within the Department of the Built Environment (DBE), which was initiated in 2018 in order to best utilise available funds, to deliver corporate priorities and support economic growth. The report describes how the DBE prioritisation exercise has been re-evaluated as a result of the corporation-wide fundamental review.
21. Following Member approval of a first S106 allocation plan in December 2018, this latest report seeks Member approval for a further allocation of S106 funds.
22. At the conclusion of the fundamental review, a further report on the DBE project portfolio and the allocation of any remaining local funds will be produced in support of the priorities and conclusions of the fundamental review.

Simon Glynn – Assistant Director: City Public Realm

E: simon.glynn@cityoflondon.gov.uk]

T: 0207 332 1095

Appendices

Appendix 1 – Methodology of DBE prioritisation exercise

Appendix 2 – Results of DBE prioritisation exercise

Appendix 3 – Results of Project Eligibility for allocation of S106 funds

Appendix 4 – Details of S106 deposits to be allocated

Committee(s) Public Relations and Economic Development Sub-Committee – for information Policy and Resources Committee – for decision	Dated: 02/07/2019 04/07/2019
Subject: The UK Coalition for Digital Intelligence – Proposal	Public
Report of: Director of Community and Children’s Services Director of Innovation & Growth	For Decision
Report authors: Bijel Thakrar, Strategic Projects Manager Sufina Ahmad, Corporate Strategy Manager Sophie Hulm, Senior Policy and Programme Manager	

Summary

The City Corporation’s Corporate Plan states the organisation’s commitment to being ‘digitally and physically well-connected and responsive’. One of the ways of achieving this is through implementation of the City Corporation’s Digital Skills Strategy (2018-23), which this committee approved in September 2018.

In line with the City Corporation’s strategic commitments, the Lord Mayor’s theme ‘Shaping Tomorrow’s City Today’ focuses on promoting innovation and technology, championing digital skills and addressing digital and social inclusion. An essential component has been the development of a UK Coalition for Digital Intelligence (UK CDI), which seeks to *‘bring together organisations to motivate people and businesses across the UK to boost their digital skills to thrive in the digital age’*.

The development of the UK CDI involves several partners including Accenture, BT and Lloyds Banking Group, supported by City Corporation officers from across Mansion House, Town Clerks and Community and Children’s Services. Beyond this year’s Mayoralty, it is intended that the City Corporation will continue to champion the need to boost digital skills, through existing workstreams and budgets.

Recommendation

Members of the Public Relations and Economic Development Sub Committee are asked:

- to note this report on the UK Coalition for Digital Intelligence.

Members of the Policy & Resources Committee are asked:

- to approve delegated authority to the Town Clerk in consultation with the Chair and Deputy Chairman of Policy and Resources Committee. Given the pace of development, future decisions regarding the City Corporation signing a pledge of support for the UK CDI or similar, may be required at short notice or during summer recess.

Main Report

Background

1. Billions of dollars are invested each year in improving digital literacy and skills. However, there is little shared understanding across countries of how this work should be designed, prioritised or measured. In response, international think-tank, the DQ™ Institute, has developed the global 'Digital Intelligence (DQ™) framework', which has been adopted by the Organisation for Economic Co-operation and Development (OECD) and the Institute of Electrical and Electronics Engineers (IEEE).
2. In partnership, the OECD, IEEE and the DQ™ Institute¹ have set up a Coalition for Digital Intelligence² (CDI), sponsored by the World Economic Forum (WEF). The CDI is an international multi-stakeholder community that will coordinate the implementation of the DQ framework across the technology and education sectors, to make a greater impact on the advancement of digital skills.
3. Inspired by the development of the global CDI, the City Corporation, Accenture, Lloyds, BT and others across a range of sectors and UK regions, are creating a coalition which aims to *'bring together organisations to motivate people and businesses across the UK to boost their digital skills to thrive in the digital age'* with a working title of the 'UK Coalition for Digital Intelligence' (UK CDI).

Current Position

4. In the UK there are currently 11.9 million adults who do not have basic digital skills³. The time is now to address the issue and make an impact on this agenda. As part of 'Shaping Tomorrow's City Today', the Lord Mayor has used his convening power to engage a range of cross sector stakeholders, listed at Appendix One, through a series of workshops and 1:1 engagement. Together the group of stakeholders has developed the concept and aims of the UK CDI.
5. The proposed pillars for the UK CDI are:
 - a) Motivate – People and business are motivated to enhance their digital skills.
 - b) Map – Digital skills frameworks and initiatives are mapped.
 - c) Magnify – People know which digital skills initiatives exist.
 - d) Measure – The UK CDI understands the impact of its work.
6. The UK CDI will act as an umbrella for the various digital skills related initiatives and campaigns already in place. The UK CDI will amplify the training that exists and ensure that the demand for digital skills across the economy is met. The UK

¹ DQ Institute <https://www.dqinstitute.org/>

² Coalition for Digital Intelligence <https://www.coalitionfordigitalintelligence.org/>

³ Lloyds Consumer Digital Index 2019 <https://www.lloydsbank.com/banking-with-us/whats-happening/consumer-digital-index.asp>

CDI will coalesce the government, business and charity sector to work collaboratively to develop digital skills across society.

7. Given the UK CDI's alignment with City Corporation strategy (Paragraph 12) and the interest and engagement of partners such as Accenture, BT and Lloyds, City Corporation officers from across Mansion House, Town Clerks and Community and Children's Services are currently providing secretariat duties, with external support from two consultants at Accenture. The City Corporation's commitment to provide a secretariat function continues until the end of this year's Mayoralty.
8. It is proposed to formally launch the UK CDI on 10 October supported by a branding and communications campaign, which will include a logo, website etc to engage people across the UK.
9. A programme of engagement with Government and other partners is underway to ensure the UK CDI complements existing and emerging activity on this topic, e.g. the Department for Digital, Culture, Media and Sport's 'Digital Skills Partnerships'.

Proposal

10. As the UK CDI launches, organisations across the UK will be invited to support this initiative, for example by motivating their consumers or employees to boost their digital skills. Given its existing role in setting up the UK CDI, and a strategic interest in increasing digital skills, officers propose that the City Corporation supports the aims of the UK CDI, through existing workstreams and budgets.
11. The work of the UK CDI specifically complements our work on education, supporting Londoners (through the City Bridge Trust), and our work to ensure the Financial and Professional Services sector, across the UK, has the skills it needs to be competitive. The added value of the UK CDI is that it is a coalition, therefore no one partner is expected to deliver against the overall aims. Partners bring their specific strengths to help ensure that efforts to support digital skills can be coordinated and duplication avoided.

Corporate and Strategic Implications

12. Corporate and Strategic Implications:
The proposed UK CDI has a strong fit with the City Corporation's strategic aims. Outcome nine of the City Corporation's Corporate Plan states the organisation's commitment to being 'digitally and physically well-connected and responsive'. One of the ways of achieving this is through implementation of the City Corporation's Digital Skills Strategy for 2018-23, which this committee approved in September 2018. In addition, outcome one of the City Corporation Social Mobility Strategy states, 'Everyone can develop the skills and talent they need to thrive'. The current Lord Mayor's theme 'Shaping Tomorrow's City Today', under which the UK CDI has been developed, aligns with these City Corporation strategies.

13. Security Implications: No security implications have been identified for this work.
14. Financial and Resourcing Implications: Presently, some City Corporation officer time is supporting the development of the UK CDI. Following its launch in October 2019, secretariat support for the UK CDI will be delivered by other partners and the City Corporation will continue to champion the need to boost digital skills, through existing workstreams. As a result, public support of the UK CDI does not pose a reputational risk or require the creation of a new workstream beyond the launch in October.
15. Equalities Implications: Inclusion is at the heart of the UK CDI's work, and the four pillars of activity are being designed to ensure that the work will successfully reach the most digitally excluded groups across the UK too.
16. Legal Implications: There are none.

Conclusion

17. Having been established as part of the Mayoralty, the UK CDI is very much in its early stages. However, once launched in October it will be a positive movement through which partners work collaboratively to harness their collective expertise and resources to address digital skills gaps. As the UK CDI is developing at pace, officers request that future decisions regarding City Corporation support of the UK CDI are delegated to the Town Clerk in consultation with the Chair and Deputy Chairman of Policy and Resources Committee. Beyond this year's Mayoralty, it is intended that the City Corporation will continue to champion the need to boost digital skills, through existing workstreams and budgets.

Appendices

- Stakeholder list

Bijel Thakrar
Strategic Projects Manager

bijel.thakrar@cityoflondon.gov.uk

07743 600 876

Sufina Ahmad
Corporate Strategy Manager

sufina.ahmad@cityoflondon.gov.uk

020 7332 3724

Sophie Hulm
Senior Policy and Programmes Manager

sophie.hulm@cityoflondon.gov.uk

07834 384 968

Appendix One – Stakeholder list

Accenture	<p>Sushil Saluja</p> <p>Senior Managing Director – Financial Services, Europe</p>
	<p>Camilla Drejer</p> <p>Director of Corporate Citizenship UK&I</p>
Lloyds Banking Group	<p>Leigh Smyth</p> <p>Group Transformation Lead for Culture and Capability</p>
	<p>Jemma Waters</p> <p>Digital Insight & Partnerships Lead</p>
Barclays	<p>Kirstie Mackey</p> <p>Managing Director, Citizenship & Consumer Affairs</p>
	<p>Kate McGoey</p> <p>Senior Programme Manager, LifeSkills</p>
BT	<p>Andy Wales</p> <p>Chief Digital Impact & Sustainability Officer</p>

	<p>Liz Williams</p> <p>Director of Digital Society</p>
CAST	<p>Annika Small</p> <p>Founder & Director</p>
KPMG	<p>Ben Churchill</p> <p>Corporate Responsibility Manager</p>
Corsham Institute	<p>Catherine Knivett</p> <p>Director of Strategy & Programmes and Interim COO</p>
	<p>Eleri Burnhill</p> <p>Researcher</p>
Worldpay	<p>Jana Mackintosh</p> <p>Director of Public Policy & Government Affairs</p>
	<p>Ciaran O'Regan</p> <p>Head of Talent Acquisition</p>
Pearson	<p>Claire Rogers</p> <p>Digital Transformation Director</p>
	<p>Rohini Bhattacharya</p> <p>Director of Apprenticeships</p>

Nominet	Eleanor Bradley Chief Operating Officer
Nesta	Jack Orlik Senior Researcher
iDEA	Kerensa Jennings Director Office of HRH The Duke of York, Strategy & Delivery for iDEA
Oliver Wyman	Martin Robinson Partner
CBI	Roxanne Morison Head of Digital Policy
Enabling Enterprise	Tom Ravenscroft Founder and CEO
Institute of Coding	Catherine Griffiths
	Dr Rachid Hourizi Director
Brunswick Group	Jordan Bickerton Director, Business and Society
	Alastair Morton Partner
	Katherine Peacock Partner, Insights

This page is intentionally left blank

Committee(s):	Date:
Policy & Resources Committee – for decision	4 July 2019
Subject: Renewal of Strategic Partnership with the Commonwealth Enterprise and Investment Council.	Public
Report of: The Remembrancer & Director of Innovation & Growth	For Decision
Report author: Duncan Richardson, Innovation & Growth	

Summary

This report went before your Committee in March 2019. It was advised that the recommendations had not been through the full internal consultation processes with the Chamberlain and was agreed that these procedures should be completed prior to any final decision being made. Members expressed support in principle for the proposals and agreed to delegate authority to the Town Clerk in consultation with the Chairman and Deputy Chairman, to approve the funding subject to satisfactory review by the Chamberlain. Having now passed through the necessary processes in time to make the July meeting, this report is being resubmitted directly to Committee rather than engaging the delegated authority.

The City of London Corporation’s relationship with the Commonwealth Enterprise and Investment Council (CWEIC) dates from 2014. The City of London Corporation retains ‘Strategic Partner’ status and provides office space for CWEIC in the Guildhall complex.

The City of London Corporation has partnered with CWEIC on a series of ad hoc initiatives over this period. CWEIC’s has secured reaccreditation by the Commonwealth Secretariat as a baseline for future cooperation. This paper recommends that the Policy and Resources Committee extends the relationship, which includes provision of sought-after office space, for a period of two years. The City of London will use this period reevaluate strategic long-term objectives for the CWEIC partnership.

Recommendation(s)

This report recommends funding of £20,000 per annum for two years to be met from your Committee’s 2019/20 and 2020/21 Policy Initiatives Fund to support the following strands:

- Renewal of status as Strategic Partners of CWEIC (£10,000).
- The provision of office accommodation in the Guildhall complex (£10,000)

Main Report

Background

1. In June 2014, the Commonwealth Business Council (CBC), founded following CHOGM 1997 in Edinburgh, was put into liquidation. Both the Economic Development Office (EDO) and Mansion House had worked with the CBC in jointly staging events and liaising over Mayoral visits to Commonwealth countries.
2. In July 2014, Lord Marland established CWEIC in its place with the support of the Commonwealth Secretariat. CWEIC is a not-for-profit organisation and has focused on promoting business practices and governance, supporting SMEs to create trading opportunities in Commonwealth countries, encouraging sustainability with particular reference to island states, helping Commonwealth governments to find funding for major infrastructure programmes and advising Commonwealth governments on how to develop trade programmes throughout the Commonwealth and to attract inward investment. Many of these objectives, especially the promotion of trade and investment between Commonwealth countries, align with those of the City of London.
3. In April 2018, the City of London Corporation partnered with CWEIC and HM Government to design and co-host the Commonwealth Business Forum (CBF) across City premises. This three-day conference included over forty thematic sessions which promoted the entire breadth of the City's offer as the Commonwealth Financial Centre. The CBF was recognised as a key pillar of CHOGM and welcomed one President, four Prime Ministers, around 40 ministers, and over 1,400 leaders from business, policy making, civil society and academia to the Guildhall.
4. CWEIC's new CEO, Alan Gemmell, took up post in December 2018.
5. In 2015, the Policy and Resources Committee agreed to provide funding for the provision of office accommodation for CWEIC within the Guildhall complex for a period of two years. This commitment was renewed in 2017. The Committee agreed that the provision of desk space – similar arrangements were also in place with other organisations such as the Global Law Summit – would facilitate a strategic partnership relationship between CWEIC and the City of London Corporation.

Proposal

6. Renewal of Strategic Partnership and office accommodation. It is proposed that the City of London Corporation renews its Strategic partnership with CWEIC at a cost of £10,000 pa on a two-year basis. It is also proposed that CWEIC's available desk space in the Guildhall Complex be renewed and that this accommodation arrangement be offered on a two-year basis with a contribution of £10,000 pa.

Conclusion

7. This paper recommends total funding requirement of £20,000 per annum for two years to be allocated from your Committee's Policy Initiatives Fund for 2019/20 and 2020/21, categorised under 'Promoting the City' and charged to City's Cash to extend the City of London Corporation's strategic partnership with CWEIC, and use this period to plan the right model for ongoing collaboration. Funds cannot be met from local budgets.
8. The current uncommitted balance in the 2019/20 and 2020/21 Policy Initiatives Fund is £582,883 and £840,365 respectively prior to any allocation being made for any other proposals on today's agenda.

Duncan Richardson

Senior International Regulation Adviser

E: duncan.richardson@cityoflondon.gov.uk

This page is intentionally left blank

Committee(s): Policy and Resources Committee	Date: 4 th July 2019
Subject: New policy for commercial filming at City of London Corporation's buildings and open spaces	Public
Report of: Bob Roberts - Director of Communications	For Decision
Report author: James Waller – Film Consultant	

Summary

This paper seeks approval for a new City of London Corporation policy for commercial filming at its buildings and open spaces.

We propose that the 27 buildings and open spaces that are suitable for filming would be promoted using a reputable and established location agency that would liaise directly with the local staff at each location. Great care would be taken to ensure that the reputation and profile of the City is preserved and not placed at risk by the type of film or TV programme being allowed to film.

76% of London boroughs promote filming in a similar way to the City Corporation and use the income generated to invest back into the boroughs.

A more detailed report carried out on City Corporation's filming assets is attached as Appendix 1.

Recommendation.

Members are asked to approve the City of London Corporation's new policy for commercial filming at its buildings and open spaces.

Main Report

Background

1. The UK film industry is booming and has been growing steadily over the last two decades. Inward investment films generated approximately £1.25bn in 2017, the highest figure since records began. The City of London Film Office (COLFO) was created in 1998 with the aim of providing a one stop shop to assist film makers to film in the City of London and on City of London Corporation land and properties.

Current Position

2. The City Corporation manages filming across the public streets of the square mile including its city gardens and five bridges. In addition to this it manages 11,000 acres of open space and three large wholesale markets. It has two housing estates in the City and 10 other estates situated in six other London boroughs. Amongst other locations, the City Corporation looks after several schools, the Old Bailey, Mansion House, Guildhall, the London Metropolitan Archives and the Heathrow Animal Reception Centre. The City Surveyors department manages the City Corporation's property portfolio and markets its empty office space.
3. The COLFO levels of staff have remained the same over the last 17 years.
4. A number of open spaces and buildings are not aware that COLFO has a comprehensive filming contract and so use alternatives such as letting contracts and event agreements. Failing to use the filming contract places the City Corporation in jeopardy should a legal dispute take place.
5. As no corporate wide guidance for filming charges exists, a number of similar locations set vastly different rates for productions to film and the film and TV industry find this difficult to understand and problematic when budgeting.
6. When film and TV productions are seeking locations, often their first port of call will be the established location agencies who provide them with a folio of locations for each request. The City Corporation's buildings and open spaces are not registered with any location agencies and so opportunities are missed.

Options

7. Two options for promoting the City Corporation's buildings and open spaces have been examined and they are detailed below together with the estimated financial outcomes:
 - I. Retain current systems and procedures.
This option requires no changes and so there are no cost implications apart from lost opportunity costs. Expected income over the next three years is estimated to be £1.59m.
 - II. Engage a reputable and established location agency to promote and market the 27 corporation buildings and open spaces.

This option does require changes to processes and procedures but there are not any costs associated with the implementation. There are costs associated with future income though as a location agency commission of 25% is deducted from income generated. Expected income after 25% commission over the next three years is estimated to be £1.74m which is £151,543 more than Option 1.

This report is recommending Option II.

Proposals

8. A) It is proposed that the corporation engage a reputable and established location agency to promote and market all the corporation's locations as outlined in Option Two and in the consultant's report.

The reasons for proposing the second option and further details are as follows:

- I. Whilst it is anticipated that more income can be generated by promoting the corporation's buildings and open spaces, it is not guaranteed. Using a location agency means that no incremental costs are incurred and that the 25% agency fee is only incurred when income is generated.
- II. It is expected that income growth from filming will be far greater using an established location agency than could be achieved by the corporation attempting to promote the locations itself. We will seek to negotiate the agency fees to the lowest possible level. We will also look during the procurement process to see if it is possible to pay a lower rate for existing levels of business and a greater rate for incremental income.
- III. To promote the corporation's buildings and open spaces will require that each is visited, photographed and for buildings, floor plans and asbestos reports made available. The cost of photographing 22 locations and managing the distribution of plans and reports will be met by the chosen location agency.
- IV. The reputable and established location agencies provide their location folio service to all the 350 Location Managers working in the UK. Making professionally taken photographs and floor plans of the corporation's buildings and open spaces available via an agency should increase their use by film and TV productions and so generate incremental income.
- V. Currently the City Corporation enters into a legal contract with every film or TV production that uses a City Corporation location and the cost of this administration and the legal risk is borne by the City Corporation. Using a location agency means that the City Corporation has one annual contract with them. All film and TV productions filming at City Corporation locations would then negotiate contracts directly with the agency.
- VI. The 27 buildings and open spaces each have local contacts to facilitate filming and their knowledge and support is very important in enabling filming to go ahead without affecting day to day business. It is proposed

that this model remain unaffected and that the established local contacts retain their responsibilities for facilitating filming.

B) It is proposed, following feedback from PRED, the income from filming at the 27 locations goes into a central fund and the proceeds are then shared to ensure filming costs are covered by departments and institutions; there is an incentive for locations to take part in filming; and, the City of London Corporation has a new fund from which departments and institutions can pay for improvement projects. Details of the fund are to be delegated to the Director of Communications and the Town Clerk.

Corporate & Strategic Implications

9. The proposed strategy would be informed by and fully support the Filming Protocol Strategic Guidelines (Appendix 6).

Implications

10. Security implications

The way that filming is managed at each location by local contacts would not change and so the level of risk to security remains unchanged and low in nature. We will continue to ensure that the police are made aware of any on-street filming that may raise security concerns.

11. Financial implications

Using a location agency means that no incremental costs are incurred and that the 25% agency fee is only incurred when income is generated. It is expected that income growth from filming will far greater using an established location agency than could be achieved by the corporation attempting to promote the locations itself.

12. Public sector equality duty

There would be no affect or impact on public sector equality.

13. Resourcing implications

Currently the COLFO team receive enquiries for all 27 locations. They deal directly with Guildhall, Mansion House, Billingsgate, Tower Bridge and Old Bailey, but for open spaces and schools they attempt to pass the enquiry to the local contact. Having a location agency to manage enquiries for the 27 locations would remove this responsibility from the team leaving them more time to manage day to day business.

Conclusion

14. Members are asked to approve the proposed City of London Corporation's policy for commercial filming at its buildings and open spaces so that the City Corporation grows the levels of income from film and TV productions using its buildings and open spaces by simplifying the processes and procedures and standardising the legal contracts that are agreed for each filming event. Furthermore, that the

promotion of buildings and open spaces is undertaken by a reputable and established location agency.

Appendices

- Appendix 1 – Film Consultants report.
- Appendix 2 – List of buildings and open spaces that would be promoted for use by film and TV productions.
- Appendix 3 – Financial model showing three-year income for Option 1 - Retain current systems and procedures.
- Appendix 4 - Financial model showing three-year income for Option 2 - Engage a reputable and established location agency to promote and market all the corporation's buildings and open spaces.
- Appendix 5 – Process chart showing how location enquiries for the 27 locations would be managed.
- Appendix 6 - Filming Protocol Strategic Guidelines.

James Waller

Film Consultant to the Communications Team.

T: 07768 600 833

E: james.waller@cityoflondon.gov.uk

This page is intentionally left blank

Committee: Policy and Resources	Dated: 04 July 2019
Subject: Sponsorship of Centre for European Reform's 2019 Ditchley Park Conference	Public
Report of: Bob Roberts, Director of Communications	For Decision
Report author: Jan Gokcen, Corporate Affairs Officer	

Summary

The Centre for European Reform (CER) is a leading think-tank that is devoted to making the European continent work better and strengthening its role in the world.

The proposal is for the City Corporation to sponsor the CER's annual Ditchley Park Conference, which is taking place on 15-16 November 2019. This year's conference, titled '*Five Challenges for Europe*', is an invitation-only gathering of senior economists, academics, and policymakers from the United States of America, Europe and the United Kingdom.

The CER is seeking £20,000 for sponsorship of the two-day event.

Sponsorship of this event will support the City Corporation's policy work and engagement strategy on current political and economic issues. It will also enable high-level engagement with senior policymakers and thought leaders on matters concerning the European continent.

On the previous occasions that this Committee approved sponsorship of the Ditchley Park Conference, funding was provided through the Policy Initiatives Fund. However, since the City Corporation has tended to approve sponsorship of the Ditchley Park Conference on an annual basis, Corporate Affairs will review the ongoing sponsorship of this event as part of the fundamental review.

Recommendation

Members are asked to agree to provide £20,000 from your Committee's 2019/20 Policy Initiatives Fund, categorised under 'Events' and charged to 'City's Cash' to sponsor CER's 2019 Ditchley Park Conference.

Main Report

Background

1. The City Corporation has sponsored the Ditchley Park Conference since 2012.
2. On the previous occasions that this Committee approved sponsorship of the Ditchley Park Conference, funding was provided through the Policy Initiatives Fund.

3. Given the City Corporation's consistent support for the Ditchley Park Conference, Corporate Affairs suggests integrating funding of the Ditchley Park Conference into the fundamental review as of 2020/21 for annual review.

Current Position

4. The City Corporation plays a leading role supporting and promoting the City's global business hub. The City Corporation therefore focuses on strategic economic development and high-level engagement, which involves convening discussions of key interest to our industry stakeholders.

Proposals

5. The proposal is for the City Corporation to sponsor the CER's Ditchley Park Conference, which will take place on 15-16 November 2019 at Ditchley Park, Oxfordshire.
6. The 2019 Ditchley Park Conference will explore five key problems the CER believe Europe is facing:
 - a. International disputes between the United States and China;
 - b. Growing regional divergence between European Union Member States;
 - c. The political economy of climate change;
 - d. Economic downturns and structural issues within the eurozone;
 - e. Significant divergences in demographic changes throughout Europe.
7. The five problems will be explored via panel sessions specifically dedicated to each issue and held across two days.
8. So far, confirmed participants include Natacha Valla, Deputy Director General for Monetary Policy, European Central Bank; Claire Waysand, General Auditor at the Ministry of the Economy & Finance, France; Sylvie Goulard, Deputy Governor, Banque de France; Stephen King, Senior Economic Adviser, HSBC; and Oliver Blanchard, Professor of Economics Emeritus, Massachusetts Institute of Technology.

Implications

9. It is proposed that the required funding of £20,000 is drawn from your Committee's 2019/20 Policy Initiatives Fund categorised under 'Events' and charged to *City's Cash*. The current uncommitted balance in the 2019/20 Fund is £579,748 prior to any allowance being made for any other proposals on today's agenda.

Conclusion

10. The proposed partnership with the CER accords well with the City Corporation's role in promoting debates on issues of pertinence to the City. Sponsorship of CER's 2019 Ditchley Park Conference will enable high-level interaction with key audiences in both the public and private sectors, supporting the City

Corporation's economic development and programme of engagement on key political and economic issues. Sponsorship of the 2019 Ditchley Park Conference therefore supports the City Corporation's corporate goals of modelling 'new ways of delivering inclusive and sustainable growth', influencing 'UK and global policy and regulation an international agreements to protect and grow the international economy', and supporting 'organisations in pioneering for and responding to changes in regulations, markets, products and ways of working.'

Jan Gokcen

Corporate Affairs Officer, Town Clerk's Department

T: 020 7332 3307

E: jan.gokcen@cityoflondon.gov.uk

This page is intentionally left blank

Committee(s): Policy and Resources Committee	Dated: 04 July 2019
Subject: Sponsorship of research and events programme: <i>'Looking Ahead: UK Engagement and Influence After Brexit.'</i>	Public
Report of: Bob Roberts, Director of Communications	For Decision
Report author: Jan Gokcen, Corporate Affairs Officer	

Summary

The City of London Corporation approached the Institute for Government (IfG), a non-partisan think-tank, to cooperate on a research project on future cooperation between the United Kingdom (UK) and the European Union (EU).

This research project, *'Looking Ahead: UK Engagement and Influence After Brexit,'* will look at how the UK can engage and influence the EU after Brexit.

The work will include the organisation of two private roundtables, the first hosted at Guildhall, London, and the second hosted in Brussels in collaboration with the City Corporation's Brussels office.

The contents of these roundtable discussions will inform the research project, which the IfG aims to launch on 31st October 2019, the date currently set for the UK's withdrawal from the EU.

Support for the IfG's research project will cost £25,000.

Recommendation

Members are asked to:

- Approve sponsorship of the Institute for Government's (IfG) research project, *'Looking Ahead: UK Engagement and Influence After Brexit,'* the total cost being £25,000, from your Committee's 2019/20 Policy Initiatives Fund, categorised under 'Research' and charged to City's Cash.

Main Report

Background

1. The Institute for Government (IfG) is an independent cross-party charity working to increase government effectiveness. Its main objectives are the advancement of education in the art and science of government in the UK for the benefit of the public and the promotion of efficient public administration of government and public service.
2. The City Corporation has previously partnered with the IfG on four successful series of events – "Government and Business" in 2013, "Government and

Economy” in 2014, “Government and Regulators” in 2015 and a series of roundtables on Financial services in 2017.

3. These included a range of high-level participants and offered examples of best practice in business and economic policymaking.

Proposal

4. The City of London Corporation approached the Institute for Government (IfG) to cooperate on a research project concerning future cooperation between the United Kingdom (UK) and the European Union (EU).
5. This research project, '*Looking Ahead: UK Engagement and Influence After Brexit*,' will look at how the UK (as a whole) can engage and influence the EU after Brexit (assuming the UK does leave).
6. The City Corporation's involvement in this research project will include co-hosting two roundtables focused on Financial and Professional Services, the first held in Guildhall, London, and the second held in Brussels. Both roundtables will convene senior representatives from government, public and private sectors, academia and society.
7. These roundtable discussions will explore how Government and Business can continue to work both in and with the EU. Participants will also be asked their views on the practical measures required to secure positive and productive UK-EU relations post-Brexit.
8. The roundtables will provide stakeholders with a platform to feed their expertise and experiences of negotiating in Brussels, both before and after the UK's 2016 referendum on membership of the EU.
9. Three key areas will be looked at: financial services and professional services, security cooperation and energy. The City Corporation's involvement will be specific to financial and professional services.
10. In partnership with the IfG, we will organise the following:
 - a. **September 2019:** a roundtable discussion with business and government representatives held at the City of London Corporation's premises exploring how the UK Government and Business are preparing for life outside of the EU;
 - b. **September 2019:** a roundtable in Brussels to test the main findings of our report, with support from the City of London Corporation's operation in Brussels;
 - c. **October 2019:** a high-profile launch event, featuring Catherine McGuinness as a panellist, to be held at the Institute for Government's venue at 2 Carlton Gardens.
11. As a sponsor, the City Corporation will benefit from:
 - a. Acknowledgements of CoLC support in the report;

- b. Co-branding at the launch event and roundtable discussions;
- c. The opportunity to field a panellist at the launch event;
- d. IfG to convene a research roundtable at the City of London Corporation's venue with participation from CoLC;
- e. IfG to work in collaboration with City of London Corporation to host a roundtable discussion in Brussels to test out the research findings in a venue supplied by CoLC;
- f. Acknowledgment on invitations and briefing materials;
- g. Networking with senior civil servants and parliamentarians in the audience at launch event;
- h. Up to 10 guest suggestions for the launch event and up to 5 for each roundtable;
- i. Live tweeting and live streaming of the public launch event – CoLC as a named partner on the stage backdrop – visible in the live stream;
- j. The opportunity to use the video content for own communications activities.

12. The IfG will aim to publish this report before 31st October 2019, the date currently set for the UK's withdrawal from the EU.

Implications

13. It is proposed that the funding of £25,000 is drawn from your Committee's 2019/20 Policy Initiatives Fund, categorised under 'Research' and charged to City's Cash. The current uncommitted balance in the 2019/20 Fund is £579,748 prior to any allocation being made for any other proposals on today's agenda.

Conclusion

14. Sponsorship of the IfG's research project, '*Looking Ahead: UK Engagement and Influence After Brexit*,' will allow the City Corporation to effectively contribute to the debate on future UK-EU relations post-Brexit, specific to financial and professional services. Sponsorship will therefore support and advance the City Corporation's strategic aim to 'support a thriving economy'.

Jan Gokcen

Corporate Affairs Officer

Town Clerk's Department

T: 0207 332 1426 | M: 07864 954 797

Jan.Gokcen@cityoflondon.gov.uk

This page is intentionally left blank

Committee: Policy and Resources	Date: 04 July 2019
Subject: Policy Initiatives Fund/Committee Contingency/Brexit Contingency	Public
Report of: Chamberlain	For Information
Report author: Laura Tuckey	

Summary

This report provides the schedule of projects and activities which have received funding from the Policy Initiatives Fund (PIF), the Policy and Resources Committee's Contingency Fund, the Brexit Contingency Fund and the Committee's Project Reserve for 2019/20 and future years with details of expenditure in 2019/20. There are uncommitted balances in the 2019/20 Policy Initiatives Fund (£579,748), the Committee Contingency Fund (£258,753), the Brexit Contingency Fund (£2,049,420) and the Committee's Project Reserve (£405,000).

Recommendations

Members are asked to:

- Note the report and contents of the schedules.

Main Report

Background

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 current process for identifying which items should sit within the PIF are if they fall under the below criteria:
 - 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.
3. To restrict the depletion of funds in future years, a two-year time limit is in place on multiyear PIF bids, with three years being an option by exception. To ensure prioritisation within the multiyear bids, the PIF for the financial year 2019/20 and onwards has £600k of its total budget put aside for multiyear bids with the rest set aside (£650k) for one off allocations, with the option to 'top up' the multiyear allocation from the balance if members agree to do so. This will ensure that there should always be enough in the PIF to fund emerging one-off opportunities as they come up.

4. PIF bids need to include a measurable success/benefits criterion in the report so that the successful bids can then be reviewed to see what the outcomes are and if the works/activities meet the objectives of the PIF. These measures will be used to review PIF bids on a six monthly basis. This review will aid members in evaluating the effectiveness/benefits of PIF bids supported works/activities which can be taken into consideration when approving similar works/activities in the future.
5. When a PIF bid has been approved there should be a reasonable amount of progress/spend on the works/activities within 18 months of approval which allows for slippage and delays. If there has not been enough spend/activity within this timeframe, members will be asked to approve that the remaining allocation to be returned to the Fund where it can be utilised for other works/activities. If the department requires funding for the same works/activities again at a later date, it is suggested that they re-bid for the funding. If there is a legitimate reason, out of the Departments control, which has caused delays it is recommended that these are reviewed by Committee as needed.
6. The Committee Contingency Fund is used to fund unforeseen items of expenditure when no specific provision exists within the Policy Committee's budget such as hosting one-off events.
7. The Brexit Contingency Fund is a time limited fund established to meet any unforeseen items of expenditure due to the UK leaving the EU such as; communicating the interests of the City, helping mitigate the risks identified in the Corporate Risk Register or managing any urgent unforeseen issues arising from Brexit.
8. The Committee's Project Reserve is a limited reserve which has been established from funds moved from the Projects Sub Committee Contingency Fund as approved in May's Policy and Resources Committee meeting. This reserve of £450,000 from the Project Sub Committee is not an annual Contingency but a one off sum. It is suggested that this reserve is used for project type spend.

Current Position

9. Appendices 1, 3 and 5 list the projects and activities which have received funding for 2019/20 from the PIF (Appendix 1), your Committee's Contingency (Appendix 3) and the Brexit Contingency (Appendix 5) with the expenditure incurred to date. Appendices 2, 4 and 6 shows all committed projects and activities approved by this Committee from the PIF (Appendix 2), the Contingency (Appendix 4), the Brexit Contingency (Appendix 6) and the Committee's Project Reserve (Appendix 8) for the current and future financial years with the remaining balances available shown.
10. It should be noted that the items referred to in all Appendices 1 through to 4 and 8 have been the subject of previous reports approved by this Committee. Items in Appendices 5 and 6 have either been approved by the Town Clerk under delegated authority (for amounts under £100k) or by this Committee.

11. The balances that are currently available in the Policy Initiatives Fund, Committee Contingency Fund, Brexit Contingency Fund and Committee's Project Reserve for 2019/20 are £579,748, £258,753, £2,049,420 and £405,000 respectively.
12. In June's Committee Members agreed to approve the transfer of funds of £61,865 from the Committee Contingency to the Policy Initiatives Fund in order to increase the 2019/20 Multiyear allocation to £700,000; the initial allocation set aside of £600,000 was not high enough for the financial year. The remaining multiyear allocation for 2019/20 is £61,865; £190,365 remaining for 2020/21 and £583,365 remaining for 2021/22, as shown in Appendix 7, prior to any allowances being made for any other proposals on today's agenda.
13. Committee members are asked to note Appendices 9, 10 and 11 which provide an update of progress/outcomes from spend resulting from the PIF (Appendix 9), Committee Contingency Fund (Appendix 10) and the Brexit Contingency Fund (Appendix 11). This information will be presented to Committee on a twice yearly basis.

Corporate & Strategic Implications

14. Although each PIF application has to be judged on its merits it can be assumed that they may be helping towards contributing to a flourishing society, supporting a thriving economy and shaping outstanding environments as per the corporate plan.
15. Each PIF application should be approved on a case by case basis and Departments should look to local budgets first before seeking PIF approval, with PIF requests only being submitted if there is no funding within local budgets available.

Appendices

- Appendix 1 – PIF 2019/20 expenditure
- Appendix 2 – PIF 2019/20 & Future FY Committed
- Appendix 3 – Contingency 2019/20 expenditure
- Appendix 4 – Contingency 2019/20 & Future FY Committed
- Appendix 5 – Brexit Contingency 2019/20 expenditure
- Appendix 6 – Brexit Contingency 2019/20 Committed
- Appendix 7 – PIF Multiyear allocations
- Appendix 8 – Committee Project Reserve
- Appendix 9 – PIF Progress/Outcomes
- Appendix 10 – Contingency Progress/Outcomes
- Appendix 11 – Brexit Contingency Progress/Outcomes

Laura Tuckey

Senior Accountant, Chamberlains

T: 020 7332 1761

E: laura.tuckey@cityoflondon.gov.uk

This page is intentionally left blank

Committee:	Date:
Policy & Resources Committee	4 July 2019
Subject: Decisions taken under delegated authority or urgency powers	Public
Report of: Town Clerk	For Information
Report Author: Greg Moore	

Summary

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

Recommendation

That Members note the action taken since the last meeting of the Committee.

Main Report

1. Since the last meeting of the Committee, approval was given to one matter under urgency procedures or delegated authority arrangements, pursuant to Standing Order No. 41, as follows:-

Belt and Road Memorandum of Understanding with Beijing Municipal Government

2. Following a recent meeting of TheCityUK's China Market Advisory Group of which the Policy Chair is a member, the Chair (Sir Gerry Grimstone) invited the City Corporation to sign a Memorandum of Understanding (MoU) for Belt and Road Initiative (BRI) cooperation with the Beijing Municipal Government (BMG) to help enhance the UK-China dialogue on BRI.
3. The proposed MoU would create a framework for BRI cooperation, knowledge sharing and innovation, and will make it more likely for Chinese firms to engage with its UK counterparts, at a time when the UK Government is not currently in a position to pursue a government-to-government agreement.
4. The MoU was then included as part of the formal policy outcomes issued jointly by the UK and Chinese Governments immediately after the UK-China Economic and Financial Dialogue which took place on 17 June 2019.
5. Approval was consequently given for the authorisation for the City Corporation to develop the Memorandum of Understanding with Beijing and to sign the MoU with the Beijing Municipal Government as set out in the report.

Contact:

Greg Moore

gregory.moore@cityoflondon.gov.uk

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank