

Committee(s):	Date(s):
Resource Allocation Sub-Committee	4 October 2018
Subject: Priorities Investment Pot (PIP) – Bids for Consideration	Public
Report of: Town Clerk and Chamberlain	For Decision
Report Author(s) Geoff Parnell, Head of Projects - Strategic Resources	
Summary	
<p>The Court of Common Council approved the creation of a Priorities Investment Pot (PIP) in March 2018 to be used to provide additional funding to support priority front line services to meet new pressures and growth where there is clear demand and alignment with corporate plan priorities.</p> <p>In the first two round of the process, 34 bids were received and 17 bids totalling £1,607,300 were approved by RASC at its March and July 2018 meetings.</p> <p>The third round has resulted in 9 new PIP bids, which have been reviewed by the Town Clerk and Chamberlain and placed in the following categories:</p> <ul style="list-style-type: none"> • Recommended – 7 bids totalling £616,080 over the next 3 financial years from 2018/19 • Not Recommended/Consider alternate funding route – 2 bids totalling £175,000 <p>The high percentage of recommended bids reflects the increased understanding of the primary purpose of PIP funding and close collaboration in the preparation of bids. If the recommended bids are agreed this would mean that a total of £1.46m in 2018/19 would have been committed.</p> <p>As per the governance processes for the PIP, the 7 recommended PIP bids are now presented to Members for approval.</p> <p>Recommendations Members are asked to: -</p> <p>Approve the following recommended PIP bids, which would commit an additional £176k (£1.45m in total) in 2018/19, £253k for 2019/20 (£494k in total) and £187k for 2020/21 (£273k in total):-</p> <ul style="list-style-type: none"> • City Surveyor's – Supporting Openreach's (Wireless Contract) roll out of Fibre – £36,050 – (Appendix 1) • Economic Development and Community and Children Services – Digital Skills Strategy and Officer - £65,000 (Appendix 2) • Open Spaces – 2 bids <ul style="list-style-type: none"> 1.) Facilitating 'Biodiversity net gain' in and around Burnham Beeches – £86,500 (Appendix 3) 2.) Project Officer– 'Developing a Parking Strategy' for Epping Forest - Income Generation – £109,300 (Appendix 5) 	

- Community and Children Services – 2 bids
 - 1.) Barbican Library Exhibition Equipment – £50,230 (Appendix 6)
 - 2.) Mental Health Centre - Expanded Bid – £161,000 (Appendix 7)
- Town Clerk's - Improving the Response to Anti-Social Behaviour – £108,000 (Appendix 8)

Note:-

- *The high-level list of all bids received – Table 1*

Background on the Priorities Investment Pot

1. The creation of a Priorities Investment Pot (PIP) for 2018/19 and future years was approved at the Court of Common Council on the 8 March 2018, to be formed from some of the 2% efficiencies gained through implementation of the Corporate Efficiency and Sustainability Plan. This pot will allow Members to allocate additional resources to front line services to fund new demand pressures and new or innovative services where there is clear demand and, importantly, support key corporate plan priorities for front line service users.
2. PIP allocations are focused on supporting front line services to fund priority areas of new activity aligned to the Corporate Plan or increased demand. The criteria for PIP bids is below:
 - A robust business case exists that explains the reason for the cost pressure, new demand pressures and new or innovative services;
 - The bid does not fund business as usual activity (which would be covered out of local risk); and
 - The proposal supports Corporate Plan priorities.
3. The process for accepting and reviewing PIP bids is better established after two rounds of accepting bids. The PIP Governance process (Appendix 14) has been communicated to all Chief Officers by the Chamberlain.

Priorities Investment Pot Bids - Received

4. A short template has been developed for bids, drawing on the key information identified in the opportunity outline where relevant. All Chief Officers are aware of the criteria, governance arrangements and schedule for receiving and considering PIP bids.
5. 9 PIP bids (see Table 1) have been received from a range of departments as of 31st of August 2018 in the third round of quarterly PIP bids for 2018/19. The Town Clerk and Chamberlain have reviewed all bids and placed them in the following categories:
 - Recommended – 7 bids totalling £616,080 over the next 3 financial years from 2018/19
 - Not Recommended/Consider alternate funding route – 2 bids totalling £175,000
6. Feedback will be provided, and alternative funding routes will be suggested by the Chamberlain's department to Chief Officers and their teams for those bids not recommended.

Table 1 - Priorities Investment Pot Bids received by the August 2018 deadline

Bid #	Department	PIP Bid Name	Summit Recommendation (Recommended, Need More Info, Not Recommended)	2018/19 Bid Amount	2019/20 Bid Amount	2020/21 Bid Amount	Total Bid Amount
35	CSD	Supporting Openreach's (Wireless Contract) roll out of Fibre to Residents and SME's in the Square Mile	Recommended	£36,050	£0	£0	£36,050
36	DCCS, EDO	Digital Skills Strategy and Officer	Recommended	£20,000	£45,000	£0	£65,000
37	OSD	Facilitating 'Biodiversity net gain' in and around Burnham Beeches	Recommended	£14,500	£57,500	£14,500	£86,500
38	OSD	Epping Forest Lodges refurbishment for rental	Not Recommended	£75,000	£50,000	£0	£125,000
39	OSD	Project Officer– 'Developing a Parking Strategy' for Epping Forest - Income Generation	Recommended with repayment	£15,900	£73,500	£19,900	£109,300
40	DCCS	Barbican Library Exhibition Equipment	Recommended	£50,230	£0	£0	£50,230
41	DCCS	Mental Health Centre - Expanded Bid	Recommended	£16,000	£17,000	£128,000	£161,000
42	TC	Improving the Response to Anti-Social Behaviour	Recommended	£23,000	£60,000	£25,000	£108,000
43	REM	Bridge House Estates Review - Research Resource	Not Recommended	£50,000	£0	£0	£50,000
Total of Amount of PIP Bids - 3rd Round				£250,680	£303,000	£187,400	£791,080
Total of Recommended PIP Bids				£175,680	£253,000	£187,400	£616,080
All PIP Bids Approved PIP as of July 2018 (17 bids)				£1,280,650	£240,850	£85,800	£1,607,300
Sub-total				£1,456,330	£493,850	£273,200	£2,223,380
Projected Annual PIP				£2,921,000	£2,862,580	£2,805,328	£8,588,908
Projected Variance				-£1,464,670	-£2,609,580	-£2,617,928	-£7,972,828

Priorities Investment Pot Bids – Recommended

7. Having reviewed all bids, the Town Clerk and Chamberlain recommend 7 for approval:

- City Surveyor's – Supporting Openreach's (Wireless Contract) roll out of Fibre – £36,050 – (Appendix 1)
- Economic Development and Community and Children Services – Digital Skills Strategy and Officer - £65,000 (Appendix 2)
- Open Spaces – 2 bids
 - 3.) Facilitating 'Biodiversity net gain' in and around Burnham Beeches – £86,500 (Appendix 3)
 - 4.) Project Officer– 'Developing a Parking Strategy' for Epping

Forest - Income Generation – £109,300 (Appendix 5)

- Community and Children Services – 2 bids
 - 2.) Barbican Library Exhibition Equipment – £50,230 (Appendix 6)
 - 2.) Mental Health Centre - Expanded Bid – £161,000 (Appendix 7)
- Town Clerk's - Improving the Response to Anti-Social Behaviour – £108,000 (Appendix 8)

8. Members should note that if these 10 recommended PIP bids are approved there would still be scope to consider further bids and those bids can cover funding for up to 3 years from 2018/19.

Priorities Investment Pot Bids – Not Recommended

9. Two bids were not recommended to be by the PIP Review Panel. The Epping Forest Lodges refurbishment for rental bid was not recommended as it is already receiving some funding to do refurbishments from the Cyclical Works Programme. The Bridge House Estates (BHE) Review Research Resource bid was not recommended as this bid should request funding from the BHE Strategic Review Fund.

Future Pipeline Priorities Investment Pot Bids

10. The schedule for when future PIP bids will be accepted from Chief Officers in 2018/19 can be seen below.

Submit PIP Bids By	Projected Summit Group	Projected Resource Allocation Sub-Committee
End of May 2018	June 2018	July 2018
End of August 2018	September 2018	October 2018
End of December 2018	February 2019	March 2019

11. A reminder will be sent to all Chief Officers a month in advance of the 31 December 2018 deadline for the fourth-round submission of PIP bids.

Recommendations

12. It is recommended that Summit Group approve funding for the 7 bids totalling £616,080 over the next 3 financial years from 2018/19.

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Appendices: Priorities Investment Pot Bids received by the August 2018 deadline (available upon request)

Appendix 1: Supporting Openreach's (Wireless Contract) roll out of Fibre to Residents and SME's in the Square Mile (City Surveyors)
Appendix 2: Digital Skills Strategy and Officer (Community and Children's Services and Economic Development)
Appendix 3: Facilitating 'Biodiversity net gain' in and around Burnham Beeches (Open Spaces)
Appendix 4: Epping Forest Lodges refurbishment for rental (Open Spaces)
Appendix 5: Project Officer– 'Developing a Parking Strategy' for Epping Forest - Income Generation (Open Spaces)
Appendix 6: Barbican Library Exhibition Equipment (Community and Children's Services)
Appendix 7: Mental Health Centre - Expanded Bid (Community and Children's Services)
Appendix 8: Improving the Response to Anti-Social Behaviour (Town Clerks)
Appendix 9: Bridge House Estates Review - Research Resource (Remembrancer)

All bids have been scrutinised by Summit Group. If you require more information about a bid, please contact Geoff Parnell Geoff.Parnell@cityoflondon.gov.uk

Appendix 10: Governance Process for PIP Bids

Below is the governance for PIP bids:

1. A Chief Officer should contact the Chamberlain's Department for guidance on whether the PIP is a potential funding route, prior to officially submitting a PIP bid. Considering the criteria for PIP bids, guidance might be given to explore an alternate funding route such as the Transformation Fund, Capital or a baseline adjustment. A business as usual cost pressure should be addressed as part of the normal annual budget process. If a bid is for a cross departmental transformation, then the transformation fund may be the more appropriate funding route.
2. A Chief Officer will submit a PIP bid to the Chamberlain for review.
3. The Town Clerk and Chamberlain will consider PIP bids and report the outcomes to Summit Group for endorsement. All bids will be reported at each stage.
4. If Summit Group endorse the recommended PIP bids, then all bids (recommended and not recommended) will be reported to Members at Resource Allocation Sub-Committee for approval.
5. If approved by Resource Allocation Sub-Committee, PIP funding will then be made available to the Chief Officer.
6. Spend and outcomes of PIP funding will be monitored by Chamberlain's.