

<b>Committee:</b> Policy and Resources	<b>Date:</b> 19 March 2019
<b>Subject:</b> Policy Initiatives Fund/Committee Contingency/Brexit Contingency	<b>Public</b>
<b>Report of:</b> Chamberlain	<b>For Information</b>
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## **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 and the Brexit Contingency for 2018/19 and future years with details of expenditure in 2018/19. The current available balances for the Policy Initiatives Fund (PIF), the Committee Contingency and the Brexit Contingency for 2018/19 are £105,341, £78,450 and £1,912,000 respectively.

## **Recommendations**

Members are asked to:

- Note the report and contents of the schedules.
- Approve the return of £129,100 of bids to your Committee's Contingency Fund which has had no spending activity in over 18 months.

## **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 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 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.

## **Current Position**

8. Appendices 1, 3 and 5 list the projects and activities which have received funding for 2018/19 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) and the Brexit Contingency for this and future financial years with the remaining balances available shown.
9. It should be noted that the items referred to in all Appendices 1 through to 4 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.
10. The balances that are currently available in the Policy Initiatives Fund, Committee Contingency and Brexit Contingency for 2018/19 are £105,341, £78,450 and £1,912,000 respectively.

11. Of the multiyear allocation of £600k per year there is no remaining funds for 2019/20, £190,365 for 2020/21 and £583,365 for 2021/22, as shown in Appendix 7, prior to any allowances being made for any other proposals on today's agenda.
12. In previous years any unused provisional in both the Policy Initiatives Fund and the Committee Contingency are rolled forward to the following financial year. It is proposed that your Committee agree to continue this practice and rollover any unused balances (currently amounting to £183,791) to help mitigate the impact of meeting the cost of anticipated initiatives in 2019/20.
13. As agreed by your Committee on 17 January 2019, any PIF and Contingency bids where there has been no spend for 18 months are to be returned to the respective Funds subject to members approval. Details of these can be found in Appendix 8 and the amount being returned to your Committee's Contingency Fund is £129,100. PIF items are currently being reviewed.

### **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 2018/19 expenditure
- Appendix 2 – PIF 2018/19 & Future FY Committed
- Appendix 3 – Contingency 2018/19 expenditure
- Appendix 4 – Contingency 2018/19 & Future FY Committed
- Appendix 5 – Brexit Contingency 2018/19 expenditure
- Appendix 6 – Brexit Contingency 2018/19 & 2019/20 Committed
- Appendix 7 – PIF Multiyear allocations
- Appendix 8 – PIF and Contingency Items Returned to Funds

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