



## Policy and Resources Committee (For information – Supplementary Agenda Pack)

**Date:** THURSDAY, 17 OCTOBER 2024  
**Time:** 1.45 pm  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

### Part 1 - Public Agenda

#### 3. MINUTES

- b) \* To note the draft public minutes of the Resource Allocation Sub-Committee meeting on 18 September 2024 (Pages 3 - 8)
- c) \* To note the draft public minutes of the Civic Affairs Sub-Committee meeting on 24 July 2024 (Pages 9 - 14)

#### 11. \* POLICY AND RESOURCES CONTINGENCY/DISCRETIONARY FUNDS

**For Information**  
(Pages 15 - 36)

### Part 2 - Non-Public Agenda

#### 15. NON-PUBLIC MINUTES

- b) \* To note the draft non-public minutes of the Resource Allocation Sub-Committee meeting on 18 September 2024 (Pages 37 - 40)
- c) \* To note the draft non-public minutes of the Civic Affairs Sub-Committee meeting on 24 July 2024 (Pages 41 - 48)

#### 17. \* VAT ON SCHOOL FEES

**For Information**  
(Pages 49 - 54)

18. \* UK INSURANCE EVENT MAY 2025

**For Information**  
(Pages 55 - 62)

**Ian Thomas CBE**  
**Town Clerk and Chief Executive**

## RESOURCE ALLOCATION SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 18 September 2024

Minutes of the meeting of the Resource Allocation Sub (Policy and Resources) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 18 September 2024 at 2.00 pm

### Present

#### Members:

Deputy Henry Colthurst (Chairman)  
Deputy Randall Anderson  
Tijs Broeke  
Helen Fentimen OBE JP

Jason Groves  
Alderman Timothy Hailes JP  
Deputy Sir Michael Snyder  
Deputy James Thomson

### In Attendance

#### Members:

Mary Durcan

#### Officers:

Ian Thomas, CBE	- Town Clerk and Chief Executive
Caroline Al-Beyerty	- Chamberlain
Gregory Moore	- Deputy Town Clerk
Katie Stewart	- Executive Director, Environment
Dionne Corradine	- Chief Strategy Officer
Emily Tofield	- Executive Director of Corporate Communications and External Affairs
Yasin Razaaq	- Chamberlain's Department
Sonia Virdee	- Chamberlain's Department
Simon Whelan	- Chamberlain's Department
Alexander Anrude	- City Surveyor's Department
Emma Bushell	- City Surveyor's Department
Paul Friend	- City Surveyor's Department
John Galvin	- City Surveyor's Department
Graeme Low	- City Surveyor's Department
Robert Murphy	- City Surveyor's Department
Frank Marchione	- Comptroller & City Solicitor's Department
Peter Young	- City Surveyor's Department
Polly Dunn	- Town Clerk's Department
Ben Dunleavy	- Town Clerk's Department

### 1. APOLOGIES

Apologies for absence were received from the Chairman, Deputy Keith Bottomley, Deputy Shravan Joshi, Alderman Alastair King, Deputy Andrien Meyers, Deputy Alastair Moss and Alderman Sir William Russell.

In the absence of the Chairman, the Deputy Chairman took the Chair.

Caroline Haines observed the meeting virtually.

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

There were no declarations.

3. **MINUTES**

The public minutes and non-public summary of the meeting held on 11 July were approved as a correct record.

4. **CAPITAL FUNDING UPDATE**

Members received a report of the Chamberlain concerning funding for capital projects.

The Chairman drew Member's attention to the request for a drawdown of £17.2 million for the Enterprise Resource Planning (ERP) Project. He noted the scale of this transformative project and informed the Sub-Committee that he had asked that the Town Clerk and Chamberlain ensure that it was properly monitored throughout the whole process

During discussion, several Members stressed the importance of having a full internal communications strategy to ensure that both Members and officers were informed by and excited about the project. In reply, officers said that there was a comms strategy, and with the implementation partner now in place this could be started. The Chamberlain chaired an officer board, including representatives from the institutions, and she said she would be surprised if there were any significant gaps in the resourcing plans, but asked Members to inform her if they had heard otherwise. The Chairman suggested that an update on ERP could be included on the agenda for November's informal Court meeting.

A Member asked how officers were ensuring that the procurement of the ERP system, as with the procurement of other systems, did not restrain how the City Corporation might want to review its processes. Another Member said that there would necessarily be culture change associated with the implementation of ERP, and the project had budget to address this. In reply, the Chamberlain and other officers said that the Corporation was adopting, not adapting, the system. The level of customisations used in the current systems had stopped the ability to respond to upgrades, and this needed to be avoided.

Several Members warned against the risk of 'mission creep' and increased budget envelopes, and asked how this would be avoided. The Chamberlain said she would discuss this as a corporate risk with the Chief Officer Risk Management Group. Any changes to the project would go through an escalation process, which could include the Working Group, with the latter prepared to block unnecessary changes. The Chairman asked that the Resource Allocation Sub-Committee also receive regular updates.

A Member noted that one of the schemes in Table 1 related to replacement signage at various sites on the City Commons. They asked officers to ensure that the new signage would reflect any new branding coming as a result of the branding project.

At the request of a Member, the Chamberlain undertook to provide further information outside of the meeting to clarify the amounts for the Secure City Programme schemes.

Members, noting that there were several schemes related to the public realm, asked officers to return to the Sub-Committee with further information on how these schemes achieved best value for money.

RESOLVED, that – Members, having reviewed the schemes summarised in Table 1, in the context of the current financial climate, confirm their continued essential priority for release of funding at this time and:

- i. agree the release of up to £31.5m for the schemes progressing to the next Gateway in Table 1 from City Fund £23.2m (including £0.5m for OSPR and £12.6m from CIL), City Estate £7.5m and £0.8m from City Bridge Foundation (CBF).
- ii. note the CBF element of £0.8m have been approved by delegated authority assigned to the CBF finance director

5. **PSDS PROJECT: RETROFIT ACCELERATOR - WORKPLACES PSDS PROJECT**

Members received a report of the City Surveyor concerning a project providing energy efficiency upgrades.

The Chairman asked officers to consider the format of project closure report templates with a focus on budget, timing and lessons learnt. Members noted that this would be included in the project governance review.

RESOLVED, that – Members approve closure of the project.

6. **\*CITY SURVEYOR'S BUSINESS PLAN 2024-29 - QUARTER 1 2024/25 UPDATE**

Members received a report of the City Surveyor concerning the departmental business plan.

RESOLVED, that – the report be received and its contents noted.

7. **\*CITY SURVEYOR'S CORPORATE AND DEPARTMENTAL RISK REGISTER AUGUST 2024 UPDATE**

Members received a report of the City Surveyor concerning corporate and departmental risks.

RESOLVED, that – the report be received and its contents noted.

8. **\*REPORT OF ACTION TAKEN**

Members received a report of the Town Clerk concerning decisions taken under urgency and delegated authority procedures.

RESOLVED, that – the report be received and its contents noted

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

There were no questions.

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

There was no other business.

11. **EXCLUSION OF THE PUBLIC**

RESOLVED, that - under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of the Schedule 12A of the Local Government Act.

12. **NON-PUBLIC MINUTES**

The Town Clerk informed Members of a requested amendment to the resolution of item 21 of the draft minutes concerning the Shoe Lane Library/Hill House Redevelopment Terms.

The non-public minutes of the meeting held on 11 July 2025 were approved as a correct record, as amended.

13. **\*NOTE OF THE INFORMAL RESOURCE ALLOCATION SUB-COMMITTEE AWAY DAY MEETING HELD ON 4 AND 5 JULY 2024**

The informal note of the informal Resource Allocation Sub-Committee Away Day meeting on 4 and 5 July was received.

14. **OPERATIONAL PROPERTY (NON-HOUSING) – UTILISATION ACTION PLAN**

Members received a report of the City Surveyor concerning the City Corporation's operational property portfolio.

15. **CPG MEES STATUS AND STRATEGY REPORT**

Members received a report of the City Surveyor concerning energy efficiency standards.

16. **CITY FUND - PROJECT FUNDING**

The report was withdrawn from the agenda.

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

There were no questions.

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

There was no other business.

19. **CONFIDENTIAL MINUTES**

The confidential minutes of the meeting held on 11 July 2024 were approved as a correct record in the non-public section.

**The meeting ended at 2.29 pm**

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Chairman

**Contact Officer: Ben Dunleavy  
ben.dunleavy@cityoflondon.gov.uk**

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## CIVIC AFFAIRS SUB-COMMITTEE Wednesday, 24 July 2024

Minutes of the meeting of the Civic Affairs Sub-Committee held at Committee Room,  
West Wing, 2nd Floor Guildhall on Wednesday, 24 July 2024 at 9.30 am

### Present

#### Members:

Deputy Keith Bottomley (Chairman)  
Deputy Peter Dunphy (Deputy Chairman)  
Deputy Henry Colthurst  
Jaspreet Hodgson  
Deputy Ann Holmes  
Deputy Shravan Joshi MBE  
Timothy James McNally  
Wendy Mead OBE  
Alderman Sir William Russell

#### In attendance (in Guildhall)

Philip Woodhouse

#### In attendance (observing online)

Emily Benn  
Deputy Charles Edward Lord  
James St John Davis

#### Officers:

Ian Thomas CBE	- Town Clerk and Chief Executive
Gregory Moore	- Deputy Town Clerk
Polly Dunn	- Assistant Town Clerk and Executive Director of Governance and Member Services
Mathew Cooper	- Town Clerk's Department
Ben Dunleavy	- Town Clerk's Department
Mark Gettleston	- Town Clerk's Department
Christopher Rumbles	- Town Clerk's Department
Emily Tofield	- Executive Director of Corporate Communications and External Affairs
Paul Wright	- Remembrancer
Leann Corachea	- Remembrancer's Department
Holly Booth	- Remembrancer's Department
Fiona Hoban	- Remembrancer's Department
Dorian Price	- City Surveyor's Department

The Chairman took the opportunity to extend a welcome to new and returning Members to the Sub-Committee.

1. **APOLOGIES**

Apologies were received from Deputy Christopher Hayward, Deputy Edward Lord, Deputy Andrien Meyers, Tijs Broeke, Emily Benn, and James St John Davis.

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

There were none.

3. **MINUTES**

RESOLVED: That the public minutes of the Civic Affairs Sub-Committee meeting on 22 April 2024 be approved as an accurate record.

4. **SPECIAL RESPONSIBILITY ALLOWANCE: UPDATE ON IMPLEMENTATION**

The Sub-Committee considered a report of the Deputy Town Clerk providing an update following a consultation with Members of Court of Common Council relating to implementation of a Special Responsibility Allowance, presenting feedback received as part of the consultation and seeking agreement on proposed next steps.

The Town Clerk introduced the item confirming work had been ongoing since 2021 following a request by Court of Common Council that consideration be given to the introduction of a Special Responsibility Allowance at the City Corporation. A number of all Member consultation sessions had recently taken place alongside a survey to all Members. This had allowed all Members an opportunity to contribute to the consultation, through which 71 Members had responded expressing their view and this leaving 43% of Members not having responded or expressed a view.

The consensus view of those Members having responded to the consultation was of there being no general support for introduction of a Special Responsibility Allowance across the board, with there being a 50 / 50 split relating to introduction of an allowance specifically for the Chairman of Policy role. A key consideration when advocating for introduction of an SRA for the Chairman of Policy role was for a need to ensure ongoing inclusivity and social mobility opportunities for the role. Members noted that the outgoing Chair of Policy had taken part in the consultation and was supportive of introduction of a Special Responsibility Allowance for the Chairman of Policy role.

During the discussion that followed, it was suggested that the majority of Members were in their roles in a volunteering capacity and as such there would be a concern through any introduction of a Special Responsibility Allowance across the Board. The Chairman of Policy's role was recognised as being unique due to the full-time nature of the role and the position lasting five-years; there was a concern that without an allowance the Chairman of Policy role could potentially be restricted to people of independent means only, which would not be acceptable. It was suggested that any remuneration for the Chairman of Policy role should not be in terms of it being a paid job but through ensuring there would be no barrier or exclusion to the role moving forwards.

Members raised a number of considerations and options relating to the level of allowance and method of payment. These included offering an allowance based on any gap between gross taxable income and level of the allowance, providing a standard allowance and payment of any gap between this and salary for loss of earnings, paying direct to an employer for loss of time for their employee, it needing to remain a voluntary allowance scheme, with a range of between £50-90k, with the being a consensus view that c£50k would be an appropriate level of remuneration. A Member remarked on a role commanding this type of figure needing to be performance managed.

The Chairman suggested noting potential parameters today, whilst not getting into the detail. A Member suggested that officers be asked to come back with a proposed quantum and that introduction of an allowance should be put in place and introduced in advance of the new civic year in April 2025.

A Member raised their concern from an equalities perspective of not introducing an allowance across the board and potentially missing a trick through not doing so, but accepted the democratic process in reaching this position. The Member added how they considered the Financial Loss Scheme to be redundant in its current form and with it needing to be made more accessible and inclusive.

The Chairman noted the general view of Members being that they were not supportive of introduction of a Special Responsibility Allowance across the board, but with there being support for introduction of an allowance for the Chairman of Policy role, given this role was full time and the position could last up to five years. The exact range and proposed method of payment for an allowance was still to be agreed, with officers to come back to Policy and Resources Committee presenting options and a final proposal for agreement. The Chairman stressed that officers should not spend any further money on benchmarking or external advice. A Member, also Chairman of Finance Committee, remarked on a need to be able to present to tax-payers a rationale for introduction of an SRA.

The Deputy Chairman referred to the Financial Loss Scheme not currently being used to its full extent, with Members not knowing it exists or how it works and many thinking it was a financial hardship scheme. The Deputy Chairman added how the Financial Loss Scheme was an area that would benefit from further consideration and review.

A brief discussion then followed in relation to the application of a proposed inflationary uplift to the Extended Support Scheme, with concern being raised that any payment should not outstrip any annual increase staff were receiving. An increase in line with inflation was considered to be the most straightforward method. There was a consensus view that payments should not be backdated, with any change being introduced from 1<sup>st</sup> April 2025. A Member, also Chairman of Finance Committee, raised their concern through any automatic increase in line with inflation and proposed a review should take place annually to consider the financial position and presenting a costed proposal.

A further area of consideration was raised relating to any potential tax implications, with it being noted that advice would be sought through a tax advisor

before a final proposal goes forward to Court of Common Council seeking a final decision.

RESOLVED: That Members:

1. Noted the outcomes of the consultation exercise in respect of SRAs and, on the basis of these:
  - a. Agreed that there was no general support for the introduction of SRAs for all Chairs and to cease further activity in this area.
  - b. Agreed that the only role for which there was any substantive support for an SRA was the Chair of Policy & Resources, further agreeing to progress proposals for the implementation of an SRA for that post only.
  - c. Agreed that officers should pursue an alternative approach in relation to the Financial Loss Scheme.
2. Agreed to the application of an inflationary uplift to the Extended Support Scheme element of the MFSP, on the basis of the Consumer Price Index, to update the current allocation to £9,000, with the Chamberlain authorised to make inflationary uplifts on an annual basis moving forward, subject to an annual review of the financial position.

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

There were no questions.

6. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

There were no additional items of business.

7. **EXCLUSION OF THE PUBLIC**

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

8. **MINUTES**

RESOLVED: That the non-public minutes of the Civic Affairs Sub-Committee meeting on 22 April 2024 be approved as an accurate record.

9. **BENEFICES**

The link Member to the Benefices was heard providing an update relating to the following:

a) **Saint Peter with St Thomas, Bethnal Green**

d) **North Woolwich St John w Silvertown**

10. **CHARGING REVIEW 2024/25**

The Sub-Committee considered a report of the Remembrancer presenting proposals relating to a Guildhall Charging Review.

**11. CITY HOSPITALITY AND COMMUNITY ENGAGEMENT EVENTS**

The Sub-Committee considered a joint report of the Remembrancer and Director of Corporate Communications and External Affairs providing an update relating to City Hospitality and Community Engagement Events.

**12. EQUITY, EQUALITY, DIVERSITY AND INCLUSION (EEDI) AND EVENTS WORKING GROUP AND DIVERSITY QUESTIONNAIRE**

The Sub-Committee considered a report of the Remembrancer providing an update outlining actions taken to enhance event planning and evaluation processes to ensure events were as diverse and inclusive as possible.

**13. UPDATE TO CITY CORPORATION FLAG POLICY**

The Sub-Committee considered a report of the Remembrancer presenting an update relating to the City Corporation Flag Policy.

**14. APPLICATIONS FOR THE USE OF GREAT HALL**

The Sub-Committee considered a report of the Remembrancer detailing applications for the use of Great Hall.

**15. EVALUATION OF CITY-HOSTED EVENTS**

The Sub-Committee received a report providing a summary of evaluation of City-Hosted events since December 2023.

**16. CITY CORPORATION'S WINE STORE**

The Sub-Committee received a report of the Remembrancer informing Members of the current position of the City Corporation's wine store.

**17. FORTHCOMING COMMITTEE OR COURT EVENTS INVOLVING HOSPITALITY AND OTHER NON-HOSPITALITY EVENTS**

The Sub-Committee received a report of the Remembrancer detailing forthcoming committee or Court events involving hospitality and other non-hospitality events.

**18. DELEGATED AUTHORITY REPORT**

The Sub-Committee received a report of the Remembrancer setting out applications for hospitality and use of Guildhall which had been approved under delegated authority to the Remembrancer, in consultation with the Chairman and Deputy Chairman.

**19. DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS IN ACCORDANCE WITH STANDING ORDERS 41(A) AND 41(B)**

The Committee received a report of the Town Clerk providing details of decisions taken between meetings in accordance with Standing Orders 41(a) and 41(b).

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

A question was raised relating to travel following evening functions at Guildhall.

**21. ANY OTHER BUSINESS THE CHAIR CONSIDERS URGENT AND WHICH THE COMMITTEE CONSIDER SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

An additional item of business was raised relating to Electric Vehicles.

**The meeting ended at 11.13am**

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Chairman

**Contact Officer: Chris Rumbles  
christopher.rumbles@cityoflondon.gov.uk**

<b>Committee(s):</b> Policy and Resources Committee	<b>Dated:</b> 17/10/2024
<b>Subject:</b> Policy and Resources Contingency/Discretionary Funds	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	All
<b>Does this proposal require extra revenue and/or capital spending?</b>	No
<b>If so, how much?</b>	£0
<b>What is the source of Funding?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	N/A
<b>Report of:</b> Chamberlain	<b>For Information</b>
<b>Report Author:</b> Geraldine Francis - Chamberlain	

## Summary

This report provides the schedule of projects and activities which have received funding from the Policy Initiatives Fund (PIF) and the Policy and Resources Committee's Contingency Fund for 2024/25 and future years with details of expenditure in 2024/25. The balances remaining for these Funds for 2024/25 and beyond are shown in the Table below. These balances are the same as those reported in September 2024's Committee as no new bids were received.

Fund	2024/25 Balance Remaining after Approved Bids £	2025/26 Balance Remaining after Approved Bids £	2026/27 Balance Remaining after Approved Bids £	2027/28 Balance Remaining after Approved Bids
Policy Initiative Fund	1,048,846	782,000	1,180,000	1,200,000
Policy & Resources Contingency	129,692	300,000	300,000	300,000

## Recommendation(s)

Members are asked to:

- Note the report and contents of the Schedules.

## Main Report

### Background

1. On the basis of Committee's concerns of the operations of the PIF/Contingency Funds, the Policy was refreshed and ratified by Policy & Resources Committee on 14 December 2023. A policy briefing was held on 17 January 2024 to support regular report authors with these new policy requirements.
2. The Policy Initiatives Fund (PIF) should be used to fund projects and initiatives identified during the year which support the City Corporation's overall aims and objectives, or policy priorities identified by the Policy & Resources Committee.
3. The Committee Contingency Fund is used to fund unforeseen one-off items of expenditure when no specific provision exists within the Policy Committee's budget.
4. There is no specification for the *type* of project in scope but has historically included items relating to a specific initiative, e.g. research, funding for external bodies in support of the City's overall objectives, and membership of national think tanks. All applications should make clear what specific activity funding it will be used for and should set out the standard information specified in the Policy to enable Members to take an informed decision.
5. All applications should be discussed informally before submitting with the Head of the Policy Unit, Office of the Policy Chairman, Town Clerk's Department and the Assistant Director (Strategic Finance), Chamberlain Department.
6. 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 from the financial year 2019/20 and onwards has £600k of its total budget put aside for multiyear bids with the rest set aside (£600k) for one off allocations, with the option to 'top up' the multiyear allocation from the contingency 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.
7. Departments must complete a standardised progress update form biannually and at the end of the Initiative for all awards.
8. 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 be returned to the Fund where it can be utilised for other works/activities.
9. Where no expenditure has been made within 12 months, a report should be brought back to the Policy & Resources Committee by officers to request reprofiling of funds.



10. If the Department requires funding for the same works/activities again at a later date, the funding must be re-bid for. If there is a legitimate reason, out of the Department's control, which has caused delays, it is recommended that these are reviewed by Committee as needed.
11. Officers must gain the approval of the Policy and Resources Committee prior to repurposing any PIF/Contingency.
12. It is expected that recurrent expenditure is covered by local risk budgets through the budget setting process unless extenuating circumstances.

### Current Position

13. Appendices 1 to 2 list committed projects and activities approved by this Committee for the current and future financial years with the remaining balances available for the PIF (Appendix 1) and your Committee's Contingency (Appendix 2).
14. The balances that are currently available in both the Policy Initiatives Fund and Committee Contingency Fund for 2024/25 are shown in the Table below. These amounts include uncommitted balances from 2023/24 of £542,804 and £31,692 for PIF and Committee's Contingency respectively, as agreed by your Committee in March 2024. The 2023/24 unspent allocations Departments have requested to be carried forward for spending in 2024/25 are also included in the figures below.

Fund	2024/25 Opening Balance £	2024/25 Approved Bids £	2024/25 Balance Remaining after 2024/25 Approved Bids £	2024/25 Pending Bids £	2024/25 Balance Remaining after 2024/25 Pending Bids £
Policy Initiative Fund	2,539,782	(1,490,936)	1,048,846	0	1,048,846
Policy & Resources Contingency	722,013	(592,321)	129,692	0	129,692

15. The remaining multiyear allocation is shown in the Table below with details, as shown in Appendix 1, prior to any allowances being made for any other proposals on today's agenda. It should be noted that the multiyear allocation for 2024/25 is now depleted.

	2024/25	2025/26	2026/27	2027/28
Balance remaining of Multiyear PIF allocation	£0	£182,000	£530,000	£600,000

16. Committee Members are asked to note Appendices 3 and 4 which provide an update of progress/outcomes from spend resulting from the PIF (Appendix 3) and Committee Contingency Fund (Appendix 4)

### **Corporate & Strategic Implications**

17. Strategic implications – Although each PIF application has to be judged on its merits, the application must include how the item will advance either:

- a) A policy lead area defined by this Committee
- b) Another Committee priority
- c) A Corporate Plan outcome
- d) Promotion of the City or City's role in London or nationally

18. Financial implications – 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.

19. Resource implications – None

20. Legal implications – None

21. Risk implications – None

22. Equalities implications – None

23. Climate implications – None

24. Security implications – None

### **Appendices**

- Appendix 1 – PIF 2024/25 and Future Years
- Appendix 2 – P&R Contingency 2024/25 and Future Years
- Appendix 3 – PIF Progress/Benefits/Outcomes
- Appendix 4 – P&R Contingency Progress/Benefits/Outcomes

### **Geraldine Francis**

Senior Finance Officer, Chamberlain

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## Policy and Resources Committee - Policy Initiative Fund 2024/25 to 2027/28

Budget	2024/25	2025/26	2026/27	2027/28
Initial budget	£ 1,200,000	£ 1,200,000	£ 1,200,000	£ 1,200,000
Uncommitted balance brought forward from 2023/24	£ 548,845	£ -	£ -	£ -
Unspent balances deferred from 2023/24	£ 603,937	£ -	£ -	£ -
Transferred from P&R Contingency to meet Multiyear Bid re: Innovate Finance	£ 145,000			
Transferred from P&R Contingency to meet Multiyear Bid re: Transition Finance	£ 42,000			
<b>Revised Budget</b>	<b>£ 2,539,782</b>	<b>£ 1,200,000</b>	<b>£ 1,200,000</b>	<b>£ 1,200,000</b>

Date	Name	2024/25 Bid	2024/25 Actual	2025/26 Bid	2026/27 bid	2027/28 Bid
05/07/18	Events Partnership with The Strand Group, King's College London	£ 13,787	£ -			
11/06/20	British Foreign Policy Group (BFPG)	£ 12,000	£ -			
06/05/2021 & 08/06/2023	Options to Promote Supplier Diversity	£ 12,309	£ 12,416			
08/07/21	Adoption of Competitiveness Strategy - Development of an 'Asset Under Management' Campaign	£ 983	£ -			
16/12/21	Impact Investment Institute Membership (III)	£ 100,000	£ -			
17/02/22	Sports Engagement - (Re-purposed)	£ 1,103	£ -			
05/05/22	Support for Integrity Council for the Voluntary Carbon Market (IC-VCM) & UK-VCM	£ 286,702	£ 67,500			
23/02/23	Delivering the Residential Reset	£ 89,729	£ 38,174			
23/02/23	Finalising CoL Overseas Presence	£ 100,000	£ -	£ 50,000		
20/04/23	Transition Finance Competitiveness Taskforce	£ 79,922	£ 34,880			
08/06/23	Global City of Sport - A New Sport Strategy for The Square Mile	£ 256,624	£ 86,034	£ 175,000		
08/06/23	Livery Company Website	£ 20,000	£ 4,950	£ 20,000	£ 20,000	£ -
06/07/23	Shining Stars Care Leavers Dinner	£ 2,257	£ -			
21/09/23	City Occupiers and Investment Study	£ 200,000	£ 28,813			
16/11/23	Annual Bus Passes for Care Leavers	£ 23,520	£ 685			
16/11/23	Paris 2024 Games Engagement	£ 100,000	£ 61,085			
22/02/24	Innovate Finance Funding	£ 150,000	£ 150,000	£ 75,000		
06/06/24	Transition Finance Council	£ 42,000		£ 98,000		
	<b>Total Allocations</b>	<b>£ 1,490,936</b>	<b>£ 484,536</b>	<b>£ 418,000</b>	<b>£ 20,000</b>	<b>£ -</b>
	<b>Balance Remaining</b>	<b>£ 1,048,846</b>		<b>£ 782,000</b>	<b>£ 1,180,000</b>	<b>£ 1,200,000</b>

Bids for Committee's Approval: 17 October 2024

-	-	-	-
-	-	-	-
-	-	-	-
<b>Total Balance if pending bids are approved</b>	<b>£ 1,048,846</b>	<b>£ -</b>	<b>£ 782,000</b>

	Multi Year PIF Bids	2024/25 Bid	2025/26 Bid	2026/27 Bid	2027/28 Bid
	<b>Multi Year PIF Allocation</b>	<b>£ 787,000</b>	<b>£ 600,000</b>	<b>£ 600,000</b>	<b>£ 600,000</b>
16/12/21	Impact Investment Institute Membership (III)	£ 100,000			
05/05/22	Support for Integrity Council for the Voluntary Carbon Market (IC-VCM) & UK-VCM	£ 200,000			
23/02/23	Finalising CoL Overseas Presence	£ 100,000	£ 50,000	£ 50,000	
08/06/23	Global City of Sport - A New Sport Strategy for The Square Mile	£ 175,000	£ 175,000		
08/06/23	Livery Company Website	£ 20,000	£ 20,000	£ 20,000	
22/02/24	Innovate Finance Funding	£ 150,000	£ 75,000		
06/06/24	Transition Finance Council	£ 42,000	£ 98,000		
	<b>Total Multi Year Allocations</b>	<b>£ 787,000</b>	<b>£ 418,000</b>	<b>£ 70,000</b>	<b>£ -</b>
	<b>Multi Year PIF Allocation Balance</b>	<b>£ -</b>	<b>£ 182,000</b>	<b>£ 530,000</b>	<b>£ 600,000</b>

Bids for Committee's Approval: 17 October 2024

-	-	-	-
-	-	-	-
-	-	-	-
<b>Total Balance if pending bids are approved</b>	<b>£ -</b>	<b>£ 182,000</b>	<b>£ 530,000</b>

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Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
Events Partnership with the Strand Group, Kings College London (SK11)	DOC	£13,787	£0	£13,787	<p>We held two events with the Strand Group in year 2022/23. The first event was a private dinner with the Chief Economist in HM Treasury, Claire Lombardelli. It was attended by a select group of senior influential stakeholders.</p> <p>The second event was an event with Lord McPherson in Edinburgh attended by a wide array of stakeholders, covered in the media and CoLC had the opportunity for the Vice Chair of Policy and Resources to deliver speaking remarks to the room.</p> <p>This has delivered on the proposal to centre on a series of events focused on HM Treasury as an institution and topics of interest to government and the City of London, i.e. economic growth, Brexit, housing and planning policies, infrastructure, financial and professional services. It also aligns well to the Support for a Thriving Economy pillar.</p> <p>Partnering with KCL’s Strand Group has strengthened the City Corporation’s voice in matters on key public policy interests with government departments, specifically HM Treasury, by strategic engaging with respective policymakers, civil servants, and government ministers.</p> <p>The Strand Group then paused many events as they were launching a Masters programme, which was launched in Sept 2024.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
British Foreign Policy Group (BFPG) (SK21)	REM	£12,000	£0	£12,000	<p>The City of London has been described as a soft power superpower. The BFPG have made representations to Government about the most effective approach to achieving the UK’s soft power objectives, with important recommendations on the basis of substantial evidence-based research.</p> <p>The BFPG’s findings have been published in a major report on 'The Future of UK Soft Power: Building a Strategic Framework'; the report has been discussed with senior FCDO officials.</p>
Options to Promote Supplier Diversity (SK15)	CHB	£12,309	£12,309	£0	<p>This expenditure supports P&amp;R’s lead policy on SMEs, Diverse Engaged Communities from the Corporate Plan.</p> <p>Successful supplier diversity programmes take time to embed as it relies on trusted networks. Our partnership with MSDUK has provided year-on-year benefit which we’ve reported on previously – a list of achievements across 21/22, 22/23 and 23/24 were included in February 2024 update.</p> <p>As stated in the Responsible Procurement Policy, approved by members of P&amp;R in July 2022, the City Corporation’s intention is to be leaders in responsible procurement including supplier diversity. Since our last update in February 2024, the City Corporation has:</p> <ul style="list-style-type: none"> <li>• been elected by corporate members in both public and private sector as a member of MSDUK’s board.</li> <li>• been nominated as ‘Supplier Diversity Advocate of the Year’. While we did not win the award, we were the only public sector nominee in the shortlist.</li> <li>• attended 13 events (YTD) dedicated to supplier diversity or supplier readiness including supporting the Small Business Research</li> </ul>



Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
					<p>and Enterprise Centre’s Business ‘One Stops’ supporting SMEs with public sector tendering.</p> <ul style="list-style-type: none"> <li>• sponsored MSDUK’s Business Connect conference (Sept 2024) which was featured on the BBC and 17 other channels. MSDUK are reporting 40,000+ conference impressions across their social media platforms.</li> </ul>
<p>Adoption of Competitiveness Strategy – ‘Assets Under Management’ Campaign (SK20)</p>	<p>DIG</p>	<p>£983</p>	<p>£0</p>	<p>£983</p>	<p>This work is at the core of supporting UK Global Competitiveness Strategy.</p> <p>Through this workstream we have delivered LM visits to the US, Canada, Japan, China and the Gulf, all with a Global Investment Futures focus. We have continued to work in close partnership with the Investment Association and Department for Business and Trade (in the UK and in-post) to engage and support target firms. The Steering Board has continued to see good industry engagement with very positive feedback given about the importance and value of the work we are doing.</p> <p>We have also built out our network of UK boutique asset managers and hosted a successful roundtable recently to identify further opportunities to help them win more international mandates. Also including them in all relevant market and sector activity to build further relationships.</p> <p>Project outcomes have included Aware Super setting up their first international office, the Health of Ontario Pension Plan (HOOPP) committing to the UK and Nikko AM agreeing a strategic partnership with Osmosis IM (a UK boutique asset manager).</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
Impact Investment Institute Membership (III) (SK16)	DIG	£100,000	£0	£100,000	<p>The Impact Investing Institute is one of the key factors identified in both big moves for sustainable finance in Vision for Economic Growth and links directly to the Sustainability/Green City Outcome. Through its support to the Institute in FY 2024-25, CoLC is resourcing a dynamic partnership that will enable the Institute to play a key role in the delivery of CoLC’s Finance for Impact Initiative, pursuing objectives mutually aligned with CoLC’s Vision for Economic Growth. The partnership will be in two parts:</p> <ol style="list-style-type: none"> <li>1. Initiate a new programme that aims to sustain and grow a globally competitive venture capital and private equity impact community, supporting the high-growth business models of the coming decade.</li> <li>2. Leverage the breadth of CoLC’s and the Impact Investing Institute’s programmatic and policy work to further our respective long-term ambitions.</li> </ol>
Sports Engagement (Re-purposed) (SK19)	DOC	£1,103	£0	£1,103	<p>It was agreed by P&amp;R Committee on 4<sup>th</sup> November 2022 that the unspent allocation can be repurposed for other sport related initiatives and events.</p> <p>The remaining balance of £1,103 is committed to expenditure on editing of sport promotional film for event purposes.</p>
Support for Integrity Council for the Voluntary Carbon Market (IC-VCM) & UK-VCM (SK29)	DIG	£286,702	£67,500	£291,202	<p>By undertaking this workstream we have cultivated a network of FPS change-makers who are sharing with us their expertise on carbon markets policy issues. This has allowed us to engage effectively with government on carbon markets issues. For example, we successfully lobbied for a clarification in the VAT treatment of carbon credits. We also engaged with a consultation</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
					<p>on the UK’s emissions trading scheme, calling for interventions which would benefit FPS.</p> <p>Our work has also supported our international engagement. Through this workstream we have built a relationship with the ASEAN Alliance for Carbon Markets who we will look to partner with at key moments like COP29.</p>
<p>Delivering the Residential Reset (SK41)</p>	<p>DTC</p>	<p>£89,729</p>	<p>£38,174</p>	<p>£51,555</p>	<p>The funding has created a centralised cross-organisational structure for resident communications and engagement to deliver on the “Residential Reset” policy priority. It has created a single point of contact for departments and members looking for support in the way in which we engage with our resident community.</p> <p>Specifically, it has been used to successfully deliver City Question Time events, at a lower cost than previously with a higher quality event provided for those participating. A social event was also run for residents at the Old Bailey subsequent to the December City Question Time event.</p> <p>The resource has also been used to develop an improved offer to our residents, underpinned by a soon to be launched “City Living” residents discount library card, giving them discounts at services and businesses across the Square Mile.</p> <p>Work has also begun to improve the way in which we consult with City residents, and plan to bring together various departments to better horizon scan, plan and communicate consultations.</p> <p>City initiative is the core way in which the organisation is delivering on the Policy Priority of the Residential Reset.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
Finalising CoL Overseas Presence (SK43)	DIG	£100,000	£0	£100,000	Our work in the US contributes to the UK Global Competitiveness work. The Lord Mayor had a very successful US trip in late February, with a further mayoral trip planned for March 2025. The Policy Chair will also be visiting the US twice during the first half of 2025. These visits, alongside our ongoing work in the US, will continue to promote the City and the Corporation to US partners and stakeholders..
Transition Finance Competitiveness Taskforce (SK46)	DIG	£79,922	£34,880	£45,042	<p>Transition finance is a critical pillar of the Sustainable theme and ties into the Competitiveness strategy in terms of the nurturing innovation and reducing frictions (via strengthening UK policy) quadrants.</p> <p>The review has galvanised market support for a complex topic, demonstrated the opportunity of scaling a transition finance market in the UK, and is expected to directly influence UK policy upon publication.</p>
Livery Company Website (SK47)	DTC	£20,000	£4,950	£15,050	Awaiting Information
Global City of Sport - A New Sport Strategy for The Square Mile (SK48)	DOC	£256,624	£86,034	£170,590	<p>A new Sport Strategy Officer was appointed in January 2024 and a new Community Sport Officer was appointed in May 2024. Both are working towards delivering a number of events, activities and initiatives related to the new Sport Strategy Vision and Priorities.</p> <p>In addition, a consultant was appointed to undertake a Facility Options Appraisal which was completed in early 2024 and since reported to relevant Committees. A decision to invest in Golden</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
					<p>Lane Leisure Centre has since been made, as well as discussions around identifying a new site in the future.</p> <p>Sport engagement and community events have also been held at Guildhall and across the Square Mile that link to the City Corporation’s objective to celebrate the positive impact of sport with its stakeholders.</p>
Shining Stars Care Leavers Dinner (SK51)	DTC	£2,257	£0	£2,257	<p>This event showcased the City Corporation as a key London convener of care leavers, supporting those who are likely to have had less opportunity than many others in their childhood. It was intended not only to:</p> <ul style="list-style-type: none"> <li>• promote effective progression through fulfilling education and employment; but also to</li> <li>• bring individuals and communities together to share experiences and promote wellbeing, mutual respect and tolerance and more.</li> </ul> <p>The initiative, an awards ceremony for care leavers, was attended by 150 people from across London, this included Virtual Headteachers from 15 London Boroughs, accompanied by care experienced young people.</p> <p>A second Shining Stars took place in July 2024 but was not funded through PIF.</p> <p>Care leavers have been celebrated, and it appears that this will become a regular event to recognise them.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
					<p>This was a pan-London event, and promoted the City Corporation as a lead voice in recognition of care leavers.</p> <p>The initiative supported Corporate Plan (2019-2023) points 1,3 and 4.</p> <p>This Event came in under budget, therefore, the unspent balance of £2,257 can be returned to PIF.</p>
City Occupiers & Investment Study (SK52)	ENV	£200,000	£28,813	£171,187	<p>The City of London Corporation needs to ensure it can attract the right balance and mix of occupiers to the Square Mile to ensure a vibrant and sustainable ecosystem; both in the short term - to meet immediate strategic goals; and longer-term, to ensure the City remains a world-leading and thriving business cluster.</p> <p>The study commissioned is expected to deliver an evidence-based approach for doing this. The study will explore what is needed to deliver strategic priorities for occupiers, and ensuring clarity around goals and KPIs. Identifying what sorts of occupiers should be targeted and how to win their business. Producing both a target engagement plan and the content that will convince these occupiers to locate here, and setting out the functions and structures required to deliver these goals effectively – looking at both existing resources and where new approaches are needed.</p> <p>An Open Sub FTS was undertaken and we received 2 responses. The suppliers that responded were PwC and The Yard Creative. The evaluation panel have moderated scores of the bids on technical evaluation and Responsible Procurement. As a result, The Yard Creative are the best performing bidder.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
					<p>The contract duration is: 6 12 months with an expected conclusion in December 2024 and the total contract value currently stands at £180,779.65.</p> <p>A series of steering groups with representative from Environment, Innovation and Growth, City Surveyors and Corporate Comms are underway to progress this project.</p> <p>The Department for Environment will lead this project.</p> <p>The project delivery has begun and this aligns with Corporate Plan Priorities supporting the City’s long term for growth and success (7 and 10 support)</p>
Annual Bus Passes for Care Leavers (SK55)	DCCS	£23,520	£685	£22,835	Awaiting Information
Paris 2024 Games Engagement (SK56)	DTC	£100,000	£61,085	£38,915	<p>A business focused engagement programme was undertaken in Paris for the Olympics and Paralympics alongside our partners to promote London and the UK as destinations for sport, culture and business.</p> <p>These included events to promote sustainability and inclusivity in sport as well as business opportunities presented by hosting major sport events in the UK and globally. Some of the costs have not yet been invoiced which is why the full expenditure is not presented at this stage.</p>

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Innovate Finance Funding (SK05)	DIG	£150,000	£150,000	£0	CoLC benefits from access to the IF Board, International Fintech Group and Fintech Strategy Group. IF also used Guildhall as its venue for IFGS 2024 and has confirmed continued use of the venue for IFGS 2025. On specific projects IF and CoLC have collaborated on the Regtech Platform, with specific milestones achieved including publishing a Regtech Test policy paper.
Transition Finance Council (SK57)	DIG	£42,000	£0	£42,000	The project is starting now, so benefits and outcomes will be reported in the next cycle.

**Key Responsible Officer:**

DIG Director of Innovation & Growth

DOC Director of Communications

CHB Chamberlain

REM Remembrancer

ENV Director of Build Environment

TC/DTC Town Clerk/Deputy Town Clerk

DCCS Director of Community & Children Services



Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
City of London Scholarship - Anglo-Irish Literature (Repurposed) (SK26)	REM	£19,746	£4,950	£15,156	Awaiting Information
Lord Mayor’s Show Arrangements (SK03)	REM	£15,000	£0	£15,000	Protecting the IP of the LM Show helps to put the Show on a firmer financial footing and opportunities for further use of the IP is being explored alongside any other commercial opportunities that might arise.
Civic Affairs (SK31)	TC	£24,701	£62	£24,639	<p>This funding was required to allow for progression of several projects within Civic Affairs Sub-Committee (and now also Member Development &amp; Standards Sub-Committee) remit. Progress under the various workstreams is as follows:-</p> <ul style="list-style-type: none"> <li>- New workspace for Members on the Mezzanine floor (completed)</li> <li>- Purchase and installation of soundproof booths for confidential calls (completed)</li> <li>- Provision of a Parental / Guardian room on the Mezzanine (completed)</li> <li>- Independent Review of SRAs (completed)</li> <li>- LGA Member Behaviour Review (completed)</li> <li>- Member Training &amp; Development offering (ongoing)</li> </ul>
Crossrail Art Programme – Liverpool Street Artworks and Close-Out Matters (SK34)	CHB	£15,000	£0	£15,000	<p>This funding was allocated for the creation of a pamphlet, which would promote the art programme. The work is to be delivered in partnership with TFL and is underway, pending installation and closeout matters between summer and autumn 2024. Following this, it will be started.</p> <p>When produced the pamphlet will support Corporate Plan objective 10.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
The Lord Mayor’s Show (SK50)	CHB	£138,028	£59,914	£78,114	Awaiting Information
Introducing Electronic Voting (SK40)	DTC	£3,597	£0	£3,597	<p>The proposed change was made to Court of Common Council Standing Orders and electronic voting is now possible at Court meetings. This is a process improvement which means that if a Division is called in a Court meeting, there will be a significant time saving.</p> <p>The devices have been used for one Court division</p>
Worker Engagement: The City Belonging Project (SK44)	DTC	£56,412	£23,648	£32,764	<p>The City Belonging Project has been fast-established as a high-profile and successful City of London Corporation initiative, involving hundreds of City workers in events and activities across the Square Mile. We have received a wide range of feedback suggesting the initiative is improving people’s engagement with and favourability towards our organisation. Through working in partnership, all this has been achieved so far for less than £25,000.</p> <p>The initiative was launched at the Barbican in June and saw approximately 250 people from 150 different Square Mile workplaces attend, including 16/20 of the largest City employers – mostly D&amp;I or HR representatives of City businesses.</p> <p>More than 2,200 people have now signed up to the project overall, giving their contact details for the purposes of engagement – and we have now established ourselves and the initiative as leaders and convenors of D&amp;I and community engagement activity in the Square Mile. This includes establishing a point of contact at 80%+ of larger workplaces (more than 1,000 staff) and at 35%+ of mid-size workplaces (more than 100 staff).</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
					<p>The initiatives has resulted in more than 750 new attendances at City of London events, 500 City workers participating in walking tours and the promotion of more than 100 external events across the Square Mile including for Eid, Pride, Black History Month, International Women’s Day, Diwali and Chanukah.</p> <p>Various parts of the organisation have been able to benefit from the networks created from the City Belonging Project, including being able to collaborate with the City of London Police on reassurance work relating to the situation in the Middle East. 121 people signed up to online events at zero cost to either organisation.</p> <p>The success of the City Belonging Project has helped Lord Mayor-elect Alastair King shape the communities workstream of his mayoral theme, in particular the drive to create City Belonging Networks for individual communities. The integration of the two initiatives will significantly increase the reach of the City Belonging Project and help to create a lasting legacy for the mayoral theme.</p> <p>The City Belonging Project is a key way in which the organisation is delivering on its Diverse Engaged Communities pillar of the Corporate Plan – as well as promoting the Square Mile as a vibrant, diverse location in which businesses want to locate and people want to come to work, contributing to the growth agenda of Destination City. By creating new channels of communication into our community, it makes the delivery of all Corporate Plan outcomes and priorities of our institutions that relate to the Square Mile more effective.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Benefits/Outcomes from Bid
Allocation of Funding to King Eward’s Witley School (SK53)	CHB	£319,837	£0	£319,837	Awaiting Information

**Key Responsible Officer:**

DTC Deputy Town Clerks

TC Town Clerks

REM Remembrancers

CHB Chamberlains

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