



Policy and Resources Committee

Date: THURSDAY, 23 MARCH 2023
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Deputy Christopher Hayward (Chairman)	Deputy Andrien Meyers
Deputy Keith Bottomley (Deputy Chairman)	Deputy Brian Mooney
Tijs Broeke (Vice-Chair)	Deputy Alastair Moss (Ex-Officio Member)
Mary Durcan (Vice-Chair)	Benjamin Murphy
Munsur Ali	Alderman Sir William Russell
Deputy Randall Anderson (Ex-Officio Member)	Ruby Sayed (Ex-Officio Member)
Deputy Rehana Ameer	Tom Sleigh
Deputy Marianne Fredericks	Deputy Sir Michael Snyder
Alderman Timothy Hailes	Deputy James Thomson
Caroline Haines	James Tumbridge
Deputy Shravan Joshi	Deputy Philip Woodhouse
Deputy Edward Lord	Deputy Henry Colthurst (Ex-Officio Member)
Alderman Ian David Luder	Wendy Hyde (Ex-Officio Member)
The Rt. Hon. The Lord Mayor, Nicholas Lyons (Ex-Officio Member)	Deputy Simon Duckworth (Chief Commoner) (Ex-Officio Member)
Catherine McGuinness	Alderman Professor Michael Mainelli
Wendy Mead	

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<https://www.youtube.com/@CityofLondonCorporation/streams>

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City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

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Ian Thomas
Town Clerk and Chief Executive

AGENDA

NB: Certain items presented for information have been marked * and will be taken without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to the start of the meeting. These for information items have been collated into a supplementary agenda pack and circulated separately.

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 Policy and Resources Committee meeting held on 23 February 2023

For Decision
(Pages 9 - 20)

- b) * To note the public minutes of the inquorate Equality, Diversity and Inclusion Sub-Committee meeting held on 12 December 2022

- c) * To note the public minutes of the Capital Buildings Board meeting held on 18 January 2023

- d) * To note the public minutes of the Joint Resource Allocation and Efficiency and Performance Working Party meeting on 20 January 2023

- e) * To note the public summary of the Competitiveness Advisory Board meeting held on 30 January 2023

- f) * To note the draft public minutes of the Civic Affairs Sub-Committee meeting held on 7 February 2023

- g) * To note the public minutes of the Operational Property and Projects Sub-Committee meeting held on 13 February 2023

- h) *To note the public minutes of the Resource Allocation Sub-Committee meeting on 13 February 2023

For Information

4. **LIGHT TOUCH GOVERNANCE REVIEW**
Report of the Deputy Town Clerk (REPORT TO FOLLOW).

For Decision

5. **TERMS OF REFERENCE**
Report of the Deputy Town Clerk.

NB please note a Markets Board Resolution is included for consideration in relation to Markets Board's terms of reference.

For Decision
(Pages 21 - 56)

6. **CAPITAL FUNDING UPDATE**
Report of the Chamberlain.

For Decision
(Pages 57 - 76)

7. **GUILDHALL COMPLEX REFURBISHMENT: MEMBER ENGAGEMENT**
Report of the Deputy Town Clerk.

For Decision
(Pages 77 - 80)

8. **POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY**
Report of the Chamberlain.

For Decision
(Pages 81 - 112)

9. ***MEMBERSHIPS AND SUBSCRIPTIONS**
Joint report of the Deputy Town Clerk, Executive Director of Innovation and Growth and Remembrancer.

For Information

10. ***TARGET OPERATING MODEL - INTERIM UPDATE REPORT**
Report of the Chief Strategy Officer.

For Information

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

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

13. **EXCLUSION OF THE PUBLIC**

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

Part 2 - Non-Public Agenda

14. **NON-PUBLIC MINUTES**

To consider non-public minutes of meetings as follows:-

- a) To agree the non-public minutes of the Policy and Resources Committee meeting held on 23 February 2023

For Decision
(Pages 113 - 120)

- b) * To note the non-public minutes of the Capital Buildings Board meeting held on 18 January 2023
- c) *To note the non-public minutes of the Joint Resource Allocation Sub-Committee and Efficiency Performance Working Party meeting on 20 January 2023
- d) * To note the draft non public minutes of the Civic Affairs Sub-Committee meeting held 7 February 2023
- e) * To note the draft non-public minutes of the Freedom Applications Sub-Committee meeting held on Thursday 9 February
- f) * To note the non-public minutes of the Operational Property and Projects Sub-Committee meeting held on 13 February 2023
- g) *To note the non-public minutes of the Resource Allocation Sub-Committee meeting held on 13 February 2023

For Information

15. **DESTINATION CITY - GROWTH BID REPROFILE**

Report of the Executive Director of Innovation and Growth.

For Decision
(Pages 121 - 126)

16. **FINAL DESIGNS & TEXTS: BECKFORD & CASS STATUES INTERPRETATION PROJECT**

Report of the Director of Innovation and Growth.

For Decision
(Pages 127 - 156)

17. **CITY OF LONDON PUBLIC PROTECTION STUDY**

a) **Findings and Recommendations from the City of London Public Protection Study**

Report of the Deputy Town Clerk.

To be considered in conjunction with Appendix 1 contained within a supplementary agenda pack and the Bridge House Estates Resolution at item 17b.

For Decision
(Pages 157 - 172)

b) ***Resolution of Bridge House Estates Board**

To be read in conjunction with item 17a.

18. *** MAJOR PROGRAMMES OFFICE - MONTHLY DASHBOARD REPORT**

Report of the Chief Operating Officer.

For Information

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

20. **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 – circulated separately

21. **MINUTES**

To consider the confidential minutes as follows:-

a) To note the confidential minutes of the Capital Buildings Board meeting held on 18 January 2023

b) To note the draft confidential minutes of the Civic Affairs Sub-Committee meeting held on 7 February 2023

- c) To note the confidential minutes of the Freedom Application Sub-Committee meeting held on Thursday 9 February 2023
- d) To note the confidential minutes of the Resource Allocation Sub-Committee meeting held on 13 February 2023

For Information

22. **SECURITY UPDATE**
Report of the Managing Director of Bridge House Estates.

For Discussion

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POLICY AND RESOURCES COMMITTEE

Thursday, 23 February 2023

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 23 February 2023 at 1.45 pm

Present

Members:

Deputy Christopher Hayward (Chairman)
Deputy Keith Bottomley (Deputy Chairman)
Mary Durcan (Vice-Chair)
Deputy Randall Anderson (Ex-Officio Member)
Deputy Marianne Fredericks
Alderman Timothy Hailes
Caroline Haines
Deputy Shravan Joshi
Deputy Edward Lord
Alderman Ian David Luder
Alderman Professor Michael Mainelli
Catherine McGuinness
Wendy Mead
Deputy Andrien Meyers
Deputy Brian Mooney
Alderman Sir William Russell
Ruby Sayed (Ex-Officio Member)
Deputy Sir Michael Snyder
Deputy James Thomson
Deputy Philip Woodhouse
Deputy Henry Colthurst (Ex-Officio Member)
Wendy Hyde (Ex-Officio Member)
Deputy Simon Duckworth (Chief Commoner) (Ex-Officio Member)

In attendance (observing online)

Deputy Mark Bostok
Helen Fentimen
Paul Martinelli
Benjamin Murphy
Oliver Sells KC
Tijs Broeke

Officers:

Michael Cogher	- Comptroller and City Solicitor
Paul Double	- City Remembrancer
Paul Wilkinson	- City Surveyor
Caroline Al-Beyerty	- The Chamberlain
Damian Nussbaum	- Director of Innovation & Growth
Bob Roberts	- Deputy Town Clerk
Greg Moore	- Assistant Town Clerk

Ian Thomas	- Town Clerk and Chief Executive
Jen Beckermann	- Executive Director and Private Secretary to the Chairman of Policy and Resources Committee
Dionne Corradine	- Chief Strategy Officer
Polly Dunn	- Deputy Town Clerk's Department
Benjamin Dixon	- Deputy Town Clerk's Department
Dylan Mckay	- Deputy Town Clerk's Department
David Mendoza-Wolfson	- Deputy Town Clerk's Department
Chris Rumbles	- Deputy Town Clerk's Department
Juliemma McLoughlin	- Executive Director of Environment
Sonia Virdee	- Chamberlain's Department
Paul Wright	- Deputy Remembrancer
Emma Moore	- Chief Operating Officer
Genine Whitehorn	- Chief Operating Officer's Department
Mathew Stickley	- Deputy Town Clerk's Department
Sheldon Hind	- Deputy Town Clerk's Department
David Farnsworth	- Managing Director of City Bridge Trust
Fiona Rawes	- City Bridge Trust
Philip Saunders	- Director of Communications
Ola Obadara	- City Surveyor's Department
Mark Lowman	- City Surveyor's Department
Richard Woolford	- Deputy Town Clerk's Department
Emily Rimington	- Comptroller and City Solicitor's Department
Claire Spencer	- Chief Operating Officer, Barbican Centre
Mark Gettleston	- Deputy Town Clerk's Department
Ian Hughes	- Environment Department
Myles Kaplan	- City Surveyor's Department
Fiona McKeith	- City Surveyor's Department
Dorian Price	- City Surveyor's Department
Richard Waight	- City of London Police

The Chairman took the opportunity to welcome Ian Thomas, Town Clerk and Chief Executive, to his first Policy and Resources Committee meeting.

1. APOLOGIES

Apologies were received from The Rt Hon The Lord Mayor Alderman Nicholas Lyons, Tijs Broeke and James Tumbridge.

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

There were no declarations.

3. MINUTES

- a) The public minutes of the Policy and Resources Committee meeting held on 19th January 2023 were approved, subject to the addition of Deputy James Thomson to list of apologies for the meeting.

Matters Arising

Free Schools Meals - A Member referred to provision of free school meals having been raised previously, with Members noting that work was underway on the issue with the intention of bringing a report back in April, as agreed.

St Bride's Tavern – A Member thanked the Comptroller for the note that had been circulated to Members. The Member suggested that in future an explanation setting out the parameters and criteria should be made clear as part of the application.

- b) The public minutes of the Capital Buildings Board meeting held on 16 November 2022 were noted.
- c) The public minutes of the Resource Allocation Sub-Committee meeting held on 1st December 2022 were noted.
- d) The public minutes of the Civic Affairs Sub-Committee meeting held on 6 December 2022 were noted.
- e) The public minutes of the Communications and Corporate Affairs Sub-Committee meeting held on 12 December 2022 were noted.
- f) The public minutes of the Operational Property and Projects Sub-Committee meeting held on 26 January 2023 were noted.

4. RESOURCE ALLOCATION SUB COMMITTEE APPOINTMENT

The Town Clerk confirmed that there was one vacancy on Resource Allocation Sub-Committee that required appointing to for the remaining two meetings in the civic year.

Two expressions of interest to serve had been received from James Tumbridge and Caroline Haines. As there were multiple candidates for one place, the appointment proceeded to a ballot, following which Caroline Haines was duly appointed.

5. RESOLUTION OF THE BARBICAN RESIDENTIAL COMMITTEE

The Committee received a resolution of Barbican Residential Committee proposing Policy and Resources Committee be asked to consider setting up a Barbican Strategy Group.

A Member raised a question regarding the accuracy of the draft minute suggesting it did not accurately reflect and capture what had been proposed and agreed at the meeting. The Chairman responded and stressed a need for accuracy with the resolution and proposed it be referred back to Barbican Residential Committee for its further consideration and agreement.

RESOLVED: That Members; -

- Agreed to refer the resolution back to Barbican Residential Committee.

8. LIGHT TOUCH GOVERNANCE REVIEW

The Committee considered a report of the Town Clerk presenting feedback on various matters relating to the Light Touch Governance Review (LTGR) and seeking agreement as to which proposals were to be brought back to the next Policy and Resources Committee meeting for immediate consideration.

The Chairman introduced the item and stressed how the intention was to consider issues relating to the LTGR. It was not intended as an opportunity to re-open matters that had already previously been subject to lengthy debate in 2020-21.

A discussion followed during which clarification was provided on the role of Capital Buildings Board, the mechanism for allowing public questions at Court of Common Council was explained, the reporting route for Destination City was clarified, noting it was a major policy for the City Corporation that would come through and be led by Policy and Resources Committee.

A period of change for the Independent Schools was referred to and there being a need for stability in this area, with a Member responding suggesting there was an opportunity to look at education and take an overview of the excellent and wide-ranging work taking place. Reference was also made to the huge amount of work in Open Spaces and implications presented in operational terms of integrating all areas under one committee.

Standards regime was highlighted as an area of concern by a Member, with Civic Affairs Sub-Committee's wider role also being raised, with a suggestion that it currently had too broader remit, there being a grey area over the role of its Chair and the Chief Commoner needed reviewing.

In conclusion a Member, also Vice Chair of Policy and Resources Committee, put on record her thanks to Polly Dunn for the huge amount of work that had gone into to producing the report, to which all Members concurred.

RESOLVED: That Members: -

1. Reviewed the feedback summarised within Appendix A and agreed on the proposals presented within it being brought back in detail, to the next Policy & Resources Committee meeting for immediate consideration;
2. Agreed to matters deemed 'out of scope' and requiring no further action at this stage (Table 3);
3. Noted the action taken with regard to the agreed recommendations arising from the Governance Review in December 2021 in Appendix B;

4. Noted that proposals to produce a consolidated action tracker from the Governance Review and Light Touch Governance Review to be presented routinely to the Committee from May 2023; and
5. Noted that reports concerning the necessary changes to the Standing Orders and Officer Scheme of Delegations to enact these recommendations, would be brought back in March and April Policy respectively.

7. DEPARTMENT OF THE CHIEF OPERATING OFFICER BUSINESS PLANS 2023/24

The Committee considered a report of the Chief Operating Officer (COO) presenting a Business Plan for the Department of Chief Operating Officer for the 2023/24 Financial Year.

RESOLVED: That Members: -

- Note the direction of travel within the Department of the COO and the associated transformation planning within the team Business Plans.
- Approve the Department of the COO Business Plan for 2023/24.
- Approve the 2023/24 Business Plans for the following COO divisions:
 - Commercial Service
 - Project Governance

8. INTRODUCING ELECTRONIC VOTING

The Committee considered a report of the Deputy Town Clerk providing details on the main electronic voting (e-voting) products on the market and seeking approval of the purchase of a preferred system.

The Chairman remarked on the report presenting a sensible, pragmatic, cost effective and easy to use system that had been identified for use through portable hardware.

During the discussion that followed, there was a consensus of support for the e-voting system proposed. Reference was made to information on voting not currently being made available to the public, with clarify provided and Members noting that the e-voting system related specifically to divisions at Court of Common Council where votes were recorded and included within the minutes; e-voting would result in relevant information being available more quickly.

A Member, also Chairman of Planning and Transportation Committee questioned whether the e-voting system could be extended to other Committees to allow for recording of votes on contentious issues, with it being noted that this would be possible in principle but with the system to be tested and used initially by Court of Common Council to ensure Members were comfortable with it, following which it would be possible to bring something forward for consideration at an appropriate point.

RESOLVED: That Members: -

- Agreed to recommend to Court of Common Council the purchase of the e-voting system produced by Meridia Interactive Solutions
- Agreed to recommend to Court the alteration of Standing Order 14.
- Agreed to recommend to Court the use of e-voting at Court of Common Council, to be operational from its May 2023 meeting.
- Approved a spend of up to £10,000 in funding from Policy and Resources Committee's 2022/23 Contingency Fund to support the purchase of a system and necessary additional paraphernalia.

9. **CHARITIES REVIEW RECOMMENDATIONS - STANDARDISING TERMS OF REFERENCE**

The Committee considered a report of the Managing Director of Bridge House Estates and Chief Charities Officer updating on the Corporate Charities Review of various charities associated with the City of London Corporation and a proposal to standardise delegations for certain Committees acting on behalf of the Court of Common Council as trustee for particular charities.

The Chairman commented on the proposal appearing eminently sensible and uncontroversial.

RESOLVED: That Members: -

- Noted the contents of the report.
- Agreed to make a recommendation to the Court of Common Council to amend and standardise the Terms of Reference of the Committees listed in Appendix 1, with delegated charity trustee responsibilities.

10. **CITY WEEK 2023 EVENT SPONSORSHIP**

The Committee considered a report of the Executive Director of Innovation and Growth providing an update on the City Corporation's previous involvement in the annual City Week event and seeking approval to support an event taking place this year during 24 – 26 April 2023.

RESOLVED: That Members: -

- Agreed to provide £25,000 from the 2023/24 Policy Initiatives Fund, categorised under 'Events' and charged to City's Cash in order to finance the City's sponsorship of the 13th City Week annual conference.

11. **ROYAL COMMONWEALTH SOCIETY AND 65 BASINGHALL STREET, GUILDHALL**

The Committee considered a report of the City Surveyor proposing the Royal Commonwealth Society (RCS) be offered working space at 65 Basinghall Street.

The Chairman referred to Operational Property and Projects Sub-Committee have granted their approval of the proposal at their meeting on 13 February 2023. The Chairman added how he would be minded to approve the proposal.

RESOLVED: That Members: -

- a) Agreed to offer the RCS working space at 65 Basinghall Street, as set out in appendix 1, joining the Corporation's other strategic and community partners accommodated at the complex.
- b) Instruct the Comptroller and City Solicitor, if the offer is made, to settle the terms of occupation in the form of a 5-year Lease in the terms referred to in the proposals noted in this report and the draft heads of terms set out in appendix 2.
- c) Note the accommodation is offered rent free and that such occupation costs as arise in consequence of the arrangement, if agreed, will be met from the City Surveyor's local risk budget for Guildhall.
- d) Note the proposed terms include flexibility for the City to regain occupation upon 6 months' notice at any time should the accommodation be required for other purposes.

12. **DELIVERING THE RESIDENTIAL RESET**

The Committee considered a report of the Deputy Town Clerk providing an overview of engagement and communications with the City's residential population and seeking support for a proposal to deliver the Residential Reset.

The Chairman referred to representations having been received from both the Chair of the Barbican Association and Chair of the Petticoat Square Leaseholders' Association in response to the report. Both have welcomed the Residential Reset whilst urging the City Corporation to do more to recognise the value and contribution of residents to life in the City and seeking an increased level of engagement with residents.

The Chairman confirmed that this was exactly what the report was intending to deliver. It would provide the City Corporation with the resources to speak more, listen more and engage more with City Residents, which he had previously made very clear was a key priority during his time as Chairman.

RESOLVED: That Members: -

- Support the proposals to deliver the Residential Reset.
- Agreed to £150,000 in funding from the 2023/24 Policy Initiatives Fund, categorised as 'Communities' and charged to City's Cash to support the City-wide residents' meetings (£35,000), outreach and promotional activities to support resident engagement (£50,000) and the recruitment of a Resident Campaigns and Communications Manager to lead this work over a 12-month period (£65,000).

13. **WORKER ENGAGEMENT: THE CITY BELONGING PROJECT**

The Committee considered a report of the Deputy Town Clerk providing an update on working engagement and seeking support for the City Belonging Project, a campaign focussed on increasing worker engagement.

RESOLVED: That Members: -

- Noted the report.
- Approve the suspension of the existing physical Ward Newsletters for a period of two years to provide up to £80,000 in additional funding.
- Approve £70,000 in funding from 2023/24 Committee Contingency to support the City Belonging Project, as a campaign focused on increasing worker engagement with the City Corporation and its activities ahead of the December 2024 registration deadline.

14. **2023/24 PAY POLICY STATEMENT**

The Committee considered a report of the Chief People Officer presenting an updated Pay Policy Statement for 2023/24.

RESOLVED: That Members: -

- Agreed the Pay Policy Statement for 2023 / 24 and recommend its endorsement to the Court of Common Council.

15. **RETROSPECTIVE REVIEW OF JOINT PHILANTHROPY STRATEGY 2018 - 2023**

The Committee received a report of the Managing Director of Bridge House Estates providing a review of progress from April 2021 to date, on the Philanthropy Strategy Review.

RECEIVED

16. **RESULTS OF SURVEY OF CITY RESIDENTS AND WORKERS**

The Committee received a report of the Deputy Town Clerk summarising key findings from a survey of City residents and workers.

RECEIVED

17. **ENGAGEMENT STRATEGY WITH WORLD ECONOMIC FORUM (WEF) UPDATE**

The Committee received a report of the Director of Innovation and Growth providing an update on the World Economic Forum Annual Meeting in Davos from 16-19 January 2023.

RECEIVED

18. **PROTECT DUTY (MARTYN'S LAW) UPDATE**

The Committee received a report presenting a joint briefing from the Commissioner of City of London Police and Executive Director Environment summarising the current position with the Protect Duty, from now on known as Martyn's Law, and how the Force was working with partners to signpost advice on the Duty in a timely fashion.

RECEIVED

19. **POLICY AND RESOURCES CONTINGENCY/DISCRETIONARY FUNDS**

The Committee received a report of the Chamberlain providing a schedule of projects and activities which have received funding from the Policy Initiatives Fund, Policy and Resources Committee's Contingency Fund, Committee's Project Reserve and COVID19 Contingency Fund for 2022/23 and future years with details of expenditure in 2022/23.

RECEIVED

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

There were none.

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

The Chairman referred to one additional item of urgent business as follows:

Fleet Street BID

The Chairman referred to a City Corporation observer vacancy on Fleet Street BID that had come about following Martha Grekos' resignation from the Court of Common Council. The Aldermen for all three Wards in Fleet Street Quarter have agreed on Eamon Mullaly as a single candidate to promote as Member observer on the Fleet Street BID.

Both the Chairman and Chief Executive of Fleet Street Bid have been appraised of the situation and indicated that they would welcome Eamon Mullaly as the City Corporation's representative.

The Chairman proposed approving Eamon Mullaly as the City Corporation's Member Observer on the Fleet Street BID and allow for his representation at the Fleet Street Quarter Board meeting taking place on 1st March 2023.

RESOLVED: That Members: -

- Agree to the appointment of Eamon Mullaly as the City Corporation's Member Observer on the Fleet Street BID.

22. **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.

Part 2 – Non-Public Agenda

23. **NON-PUBLIC MINUTES**

- a) The non-public minutes of the Policy and Resources Committee meeting held on 19th January 2023 were agreed.

- b) The non-public minutes of the Capital Buildings Board meeting held on 16 November 2022 were noted.
 - c) The non-public minutes of the Resource Allocation Sub-Committee meeting held on 1st December 2022 were noted.
 - d) The non-public minutes of the Civic Affairs Sub-Committee meeting held on 6th December 2022 were noted.
 - e) The non-public minutes of the Communications and Corporate Affairs Sub-Committee meeting held on 12 December 2022 were noted.
 - f) The non-public minutes of the Operational Property and Projects Sub-Committee meeting held on 26 January 2023 were noted.
24. **ESTABLISHING CITY OF LONDON'S PERMANENT US PRESENCE**
The Committee considered a report of the Executive Director of Innovation and Growth relating to establishing a City of London permanent presence in the US.
25. **LONDON SYMPHONY ORCHESTRA AGREEMENT**
The Committee considered a report of the Chief Operating Officer of the Barbican Centre relating to a London Symphony Orchestra Agreement.
26. **MUSEUM OF LONDON RELOCATION PROGRAMME: UPDATE**
The Committee considered a report of the City Surveyor relating to a Museum of London Relocation Programme update.
27. **INDEPENDENT SCHOOLS FORWARD PLANNING**
Members noted this item had been withdrawn.
28. **GUILDHALL COMPLEX REFURBISHMENT OPTIONS FOR THE NORTH AND WEST WINGS**
- a) **Guildhall Complex - Refurbishment Options for the North and West Wings**
The Committee considered a report of the City Surveyor relating to Guildhall Complex refurbishment options for the North and West Wings.
 - b) **Guildhall Complex - Refurbishment Options for the North and West Wings**
The Committee received a background report to be read in conjunction with item 28a.
29. **CITY FUND INVESTMENT PORTFOLIO - ANNUAL UPDATE & STRATEGY REPORT**
The Committee received a report of the City Surveyor presenting a City Fund Investment Portfolio annual update.
30. **STRATEGIC PROPERTY ESTATE (CITY FUND & CITY'S CASH ESTATE) - ANNUAL UPDATE & STRATEGY FOR 2023/2024 TO 2027/28**

The Committee received a report of the City Surveyor presenting a Strategic Property Estate annual update.

31. **CITY'S ESTATE: 2023 INVESTMENT PROPERTY PORTFOLIO STRATEGY**
The Committee received a report of the City Surveyor presenting a City's Estate 2023 Investment Property Portfolio strategy.
32. **MAJOR PROJECTS - HIGH LEVEL FORECASTS AND CASH FLOW**
The Committee received a report of the Chamberlain providing an update on major projects high level forecasts and cash flow.
33. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were none.
34. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED.**
There was one additional item of business as follows:

Museum of London Grant – The Chamberlain provided an oral update relating to a Museum of London grant.

Part 3 – Confidential Agenda

35. **MINUTES**
The Committee considered the following minutes:
 - a) The confidential minutes of the Civic Affairs Sub-Committee meeting held on 6 December 2022 were noted.
36. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS.**
The Committee received a report of the Town Clerk detailing a decision taken under delegated authority or urgency procedure in accordance with Standing Order Nos. 41(a) and 41(b).

The meeting ended at 3.54pm

Chairman

Contact Officer: Polly Dunn

polly.dunn@cityoflondon.gov.uk

Agenda Item 5

Committee(s)	Dated:
Policy and Resources – For Decision	23 March 2023
Subject: Committee Terms of Reference	Public
Which outcome in the City Corporation’s Plan does this proposal aim to impact directly?	Corporate Plan outcomes 1-12
Does this proposal extra revenue and/or capital funding	No
If so, how much?	N/A
What is the source of the funding	N/A
Has this Funding Source been agreed with the Chamberlain’s Department	N/A
Report of: Deputy Town Clerk	For Decision
Report author: Chris Rumbles, Governance Officer	

Summary

The Policy & Resources Committee is responsible for the annual review of changes to Committee Terms of Reference, for onward consideration at the Court of Common Council.

This report presents a summary of changes brought forward by various Committees in respect to their own terms of reference. The detail of the Terms of Reference are set out within the appendices and the case for the change(s) contained within this cover report.

Not included in this report are changes to committee terms of reference that fall under the umbrella of the Light Touch Governance Review (LTGR). In the interest of avoiding duplication, changes made in response to the LTGR are captured within a separate report on the agenda.

Recommendations

Members are invited to:-

- 1) consider and approve the revised terms of reference for the following Committees, as appended to the report:
 - a) Board of Governors of Guildhall School of Music and Drama
 - b) Corporate Services Committee’s
 - c) Finance Committee
 - d) City of London Police Authority Board
 - e) Crime and Disorder Scrutiny Committee
 - f) Local Government Pensions Board
 - g) Barbican Centre Board
 - h) Audit and Risk Management Committee.
 - i) Culture Heritage and Libraries Committee
 - j) Opens Spaces and City Gardens Committee

- k) Markets Board
 - l) Health and Social Care Scrutiny Committee
- 2) Delegate Authority to the Town Clerk in consultation with the Chairman and Deputy Chairman to consider and approve any subsequent changes to Committee Terms of Reference required ahead of the April 2023 Court meeting, including the Boards of Governors of the three Independent schools; and
 - 3) Authorise the Town Clerk to make factual amendments to Terms of Reference (e.g. to reflect the changes to names of Committees) required ahead of presentation to the the April 2023 Court meeting.

Main Report

Background

1. The Policy and Resources Committee is responsible for the City Corporation's governance arrangements, including the composition and terms of reference of the various committees of the Court of Common Council. As a consequence, any material changes need to be considered by this Committee, prior to them being considered by the Court of Common Council as part of the annual "White Paper" process in April of each year. All Committees are required to review their terms of reference on an annual basis.
2. With respect to the Policy & Resources Committee terms of reference, these are subject to consideration as part of an item relating to the 'Light Touch Governance Review' contained elsewhere on the agenda.
3. Policy & Resources Committee, a long with a select few other Committees, have had changes to their Terms of Reference proposed within this separate report. In the interests of not doubling up on their inclusion, any committees whose terms of reference are included in this LTGR report, are not included here. This report instead centres on the 'business as usual' updates as recommended by the Committees themselves.
4. The following Committees have proposed amendments to their composition, terms of reference and/or governance arrangements of sufficient scope to merit consideration by this Committee.
 - 1) Board of Governors of the Guildhall School of Music and Drama
 - 2) Corporate Services Committee
 - 3) Finance Committee
 - 4) City of London Police Authority Board
 - 5) Crime and Disorder Scrutiny Committee
 - 6) Local Government Pensions Board
 - 7) Barbican Centre Board
 - 8) Audit and Risk Management Committee
 - 9) Culture, Heritage and Libraries Committee
 - 10) Open Spaces and City Gardens Committee
 - 11) Markets Board (By way of resolution)
 - 12) Health and Social Care Scrutiny Committee

5. Details of the proposed amendments are summarised in the body of this report and the proposed revised terms of reference are featured within the appendices.

Board of Governors Guildhall School of Music and Drama (Appendix 1)

6. A discussion took place at the last Guildhall School Board of Governors meeting on 20 February 2023, when it was agreed that safeguarding would be added to the Terms of Reference for approval at the next review date.
7. Further discussions took place following the meeting to clarify that the oversight sat with the Board rather than with the City Corporation's Community and Children's Services Committee.

Corporate Services Committee (Appendix 2)

8. Corporate Services Committee is proposing a series of changes including:-
 - i. the inclusion of corporate health and safety as an area under its area of responsibility
 - ii. the inclusion of equality, diversity and inclusion.
 - iii. It is also proposed reference to Heads of Departments or Institutions be replaced by 'Chief Officers'.
 - iv. Clarity has been provided within the terms of reference on the definition of staff at the City Corporation.
 - v. Updates have been made to reflect the organisational structure as part changes from Target Operating Model, Corporate Services Committee to be the service Committee for the Chief Operating Officer's Department (HR: Corporate Health and Safety; Equality, Diversity and Inclusion) in addition to Town Clerk's Department (Policy and Democratic Services and Comptroller and City Solicitor's Department.
 - vi. The introduction of a reference to the approval of Market Forces Supplements and Honorarium payments
9. On this final point, the Corporate Services Committee proposed approval of Markets Forces Supplements and Honorarium payments over officer delegation thresholds be agreed under delegation to the Chair and Deputy Chair of Corporate Services Committee. An updated proposal has now been incorporated into the terms of reference instead proposing Markets Forces Supplements and Honorarium payment be approved in line with the Officer Scheme of Delegations (which are due to be presented for consideration and approval by Policy and Resources Committee and Court of Common Council). This revision was made after Corporate Services Committee met, on the basis that it is not possible to delegate authority to individual Members. It is felt that this revised wording still captures the intended purpose, and the Officer Scheme of Delegations is the appropriate mechanism which to use.

Finance Committee (Appendix 3)

10. Finance Committee is proposing a straightforward change to its quorum from any nine Members for a 'quorum to consist of any seven Members.
11. Further changes to the terms of reference may arise out of consideration of the Light Touch Governance Review by virtue of changes to some of its sub-committees.

City of London Police Authority Board (Appendix 4)

12. The Board is recommending a change to its quorum to include a requirement that the quorum consists of any five voting Members. There are currently four non-voting external Members on the Board and without this amendment, it could be possible for one Court of Common Council Member to hold the vote on decision items, which was likely not the intention of the Court when originally establishing this quorum.
13. There is also a minor amendment to replace reference to Economic Crime with National Lead Force for Fraud, this is simply to better capture the Board's responsibilities as a National Lead.

Crime and Disorder Scrutiny Committee (Appendix 5)

14. It is proposed that Crime and Disorder Scrutiny Committee's Terms of reference be revised so that it may be properly constituted and appointed for the beginning of the new civic year.
15. As the proposed Membership of the Crime and Disorder Scrutiny Committee would be constituted by the Chairmen of the specified committees, half of the membership would be ineligible to stand as the Committee's Chair. As such, it is proposed that Standing Order 29.3(a) be reviewed to include Crime and Disorder Scrutiny Committee on the list of those committees which do not cause a Member to be ineligible to serve as the Chair of another committee. Furthermore, it was also proposed that Standing Order 22(2) be reviewed relating to the maximum numbers of committees on which Members can serve should be considered to ascertain the suitability of including the Crime and Disorder Scrutiny Committee on those committees not counting toward the maximum.
16. Standing Order changes have been included within the appendices to the LTGR report.

Local Government Pensions Board (Appendix 6)

17. A proposed minor amendment to the terms of reference by dispensing with the requirement for the Board to meet at least three times a year.
18. It was felt that this was an unnecessary clause. There would be an obligation to meet at least once each year, which is implicit in the annual appointment of the Board.
19. This proposal has been made in response to establishment of a Pensions Committee at the City Corporation and will look to ensure the meeting scheduling and reporting between the two committees to align.

Barbican Centre Board (Appendix 7)

20. The Barbican Centre Board is requesting an amendment to its composition to reduce the number of Board members to 17 (eight Court of Common Council Members and eight External Members, plus the Chair of the Barbican Centre Trust who has an ex-officio position). The suggested method to achieve this figure is to remove the appointee from the Finance Committee and the ex-officio positions for the Chairs of the Board of Governors of the Guildhall School of Music and Drama and the Culture, Heritage and Libraries Committee.

21. The Board is also seeking to change its quorum requirements, having experienced several inquorate meetings over the past year. The current arrangements require five Members to be present, as long as Court Members are in the majority. In practice, this has resulted in a delicate balance where a single apology from a Court member has caused an inquorate meeting. Therefore, approval is sought to change the quorum rules so Court Members need only be in the majority for three items of business:
 - the approval of the Budget;
 - the appointment of External Members;
 - the appointment of the Chief Executive Officer
22. The overall number of Members required to be present for a quorum would remain at five. These arrangements would be akin those in place for the Board of Governors of the Guildhall School of Music and Drama. The Board also undertook to review these arrangements after one year.
23. It is also recommended that item (b) of the terms of reference be updated to change Managing Director to Chief Executive Officer, following the outcomes for the Barbican Centre in the TOM.
24. The Board is requesting that Standing Order 29 be changed so that Board Chairs are allowed to serve terms of four years, rather than the current three year limit. This change has been captured within the revised Standing Orders appendix to the LTGR report elsewhere on the agenda. The Board felt that amending the term limit would align the Board with the length of service for Chairs of other institutions across the arts sector. For example, the Chair of the Royal Opera House Board can serve for two terms of four years, while the Chair of the RSC can serve up to two terms of three years.
25. The Board also felt it would be appropriate that the current Chair, whose three-year term as Chair is due to expire in April 2023, should be eligible to stand again to serve out a fourth year, should the recommend change to the term length be approved.

Audit and Risk Management Committee (Appendix 8)

26. Audit and Risk Management Committee is proposing removal of a need to consider and approve annually the rolling three year plan for internal audit. It is proposed an annual report of the Head of Internal Audit is provided to include a review of the effectiveness of the City of London's risk management strategy. It is proposed meetings with external auditors take place as necessary.
27. There are also changes proposed relating to Risk Management, with specific reference being made to Anti-Fraud and Anti-Corruption arrangements and reporting to Court of Common Council, inclusion of a need to be satisfied that that the risk management framework for the identification and mitigation of existing and emerging risk is robust.
28. Specific reference is proposed within the terms of reference to consider and report back to the Court on risks related to all governance and value for money issues arising from the operational activities of the City Corporation.

Culture, Heritage and Libraries Committee (Appendix 9)

29. Culture, Heritage and Libraries Committee is proposing to remove responsibility for the Small Business Research Centre SBREC. This would move to the Policy and Resources Committee.
30. It is also proposed that responsibility for the City of London Police Museum be deleted as a responsibility on the basis that the agreement with the City of London Police to host and facilitate the CoLPM's collection expired on 14 November 2021.

Open Spaces & City Gardens Committee (Appendix 10)

31. Proposed change of name from Open Spaces & City Gardens Committee to Natural Environment Board.

Markets Board – Resolution (Appendix 11)

32. Markets Board is proposing a change its constitution in relation to three non-voting Members (who shall not count towards the quorum), to include provision for the Market Tenants' Association Chairs to nominate a 'deputy' in the instances where either they (or their permanent representative, where they have chosen not to appoint themselves) are not able to attend a meeting.
33. Reference is also made to the Chair and Deputy Chair of the Board, or their nominated representative, shall be appointed to Capital Buildings Board and the Barking Reach Group.
34. An additional area of responsibility is proposed to include Markets Board 'to be directly involved in the on-going Markets Co-location Project including Finance, tenant relationships and partnership negotiations; including funding and asset requirements.

Health and Social Care Scrutiny Committee (Appendix 12)

35. Health and Social Care Scrutiny Committee are proposing under their areas to be responsible for that it include a reference to 'the Local Authority (Public, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013'.

Boards of Governors of the three independent schools

36. Following a series of piecemeal changes to the Boards' Terms of Reference in April/May 2022, consideration is being sought on amendments that will bring all three schools back in line with one another, whilst ensuring that they each retain the desired principles implemented in response to the Tomlinson Review and Governance Review.
37. In addition to this, following ongoing discussions between Chairmen and officers, a developing proposal been brought in an attempt to better manage the relationship between the Court's appointment processes and Government legislation necessitating the completion of a satisfactory Criminal Records Certificate within 21 days of a Governor's appointment or election.

38. The drafts of these terms of reference are still in the process of being approved by all three boards. As such, Members are invited to grant delegated authority to the Town Clerk in consultation with the Chairman and Deputy Chairman, to consider these on behalf of the Policy & Resources Committee ahead of consideration by the Court of Common Council.

Proposals and Options

39. It is for Members to decide what of the proposed changes to the various terms of reference are required and to put these forward for recommendation to the Court of Common Council in April 2023.

Corporate & Strategic Implications

Strategic implications

One of the purposes of the annual review of terms of reference, is to help ensure that the City Corporation has in place the best governance structures to deliver against our Corporate Plan.

Financial implications

None.

Resource implications

None.

Legal implications

None.

Risk implications

There is a risk that further amendments to terms of reference alongside the Light Touch Governance Review can result in changes to responsibilities and processes that officers and Members are not aware of. To mitigate this, following approval at Policy & Resources, the contents of this and the LTGR report will be socialised with Officers and Members to help advise on changes and what that may mean in terms of committee reporting etc.

Changes contained within this report are reasonably minor and are therefore not considered to be of significant risk.

Equalities implications

Under the Equality Act 2010, all public bodies have a duty to ensure that when exercising their functions they have due regard to the need to advance equality of opportunity between people who share a protected characteristic and to take steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people and encourage people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low. The proposals contained in this report do not have any potential negative impact on a particular group of people based on their protected characteristics.

Climate implications

The proposals included in this paper do not carry any significant implications for the Climate Action programme.

Security implications

There are none.

Conclusion

40. The Committee is asked to consider the proposed amendments to Terms of Reference and Constitutions as set out above, as requested by various committees. Those which are approved will be submitted to the Court of Common Council in April for final approval.

Contact:

Chris Rumbles

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BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC & DRAMA

Constitution

A Non-Ward Committee consisting of:

- 8 Members elected by the Court of Common Council for a term of three years (renewable twice) at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Principal of the Guildhall School of Music & Drama
- one member of the Guildhall School academic staff to be elected by the Academic staff for a term of three years (renewable twice)
- one member of the Guildhall School administrative staff to be elected by such staff for a term of three years (renewable twice)
- one Guildhall student representative who shall normally be the President of the Students' Union
- **up to six eight** co-opted non-City of London Corporation Governors with appropriate expertise for a term of three years (renewable twice)

None of the appointed Governors shall serve on the Board for more than a maximum of nine years.

The Chairman and Deputy Chairman of the Board shall be elected from the City Corporation Members. The Board shall also be permitted to appoint a **second Deputy Chairman from amongst its external (co-opted) Members, who shall also be the** Senior Independent Governor for compliance with the Committee of University Chairs' (CUC) Higher Education Code of Governance.

The Chair of the Barbican Centre Board, the Chair of the Culture, Heritage & Libraries Committee, the Chair of the Guildhall Trust and one representative of the Centre for Young Musicians shall be permitted to attend the Board in a non-voting, advisory capacity.

Quorum

The quorum consists of any four Common Council Governors plus three co-opted Governors.

Terms of Reference

These terms of reference should be read in conjunction with the Guildhall School's *Instrument & Articles of Government* which lists the primary responsibilities of the Board of Governors. In summary, these are to be responsible for:-

- (a) the approval of a strategic plan and the determination of the educational character and the mission/aims of the Guildhall School of Music & Drama and oversight of its activities, assuring itself that appropriate steps are being taken to deliver the strategic plan;
- (b) Institutional sustainability and the approval of an annual Business Plan, assuring itself that there are effective systems of control and risk management;
- (c) the approval of annual estimates of income and expenditure;
- (d) the approval of the annual audited financial statements of the Guildhall School of Music & Drama;
- (e) ensuring that the requirements of the Office for Students, UK Research & Innovation and other relevant statutory bodies are followed and compliance is monitored;
- (f) responsibility for the promotion of equality and diversity throughout the School;
- (g) **oversight and assurance of safeguarding throughout the School;**
- (h) the appointment of the Principal of the Guildhall School of Music & Drama.

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CORPORATE SERVICES COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- 15 Commoners elected by the Court of Common Council at least two of whom shall have fewer than five years' service on the Court the time of their appointment
- an appointed representative of the Finance Committee

2. **Quorum**

The quorum consists of any four Members.

3. **Terms of Reference**

(a) The Corporate Services Committee has specific authority to deal with or make recommendations to the Court of Common Council where appropriate on all matters listed below relating to ~~the employment of~~ City of London Corporation staff/employees where such matters are not specifically delegated to another Committee. These matters include:-

- Conditions of employment;
- Local Government Pension Scheme (apart from investments);
- Workforce planning;
- Wages, salaries structure, job evaluation, staff grading and remuneration of ~~Heads of Departments or Institutions, Chief Senior Officers and any other officers or these in the Senior Management Grade;~~
- Organisation reviews;
- Employee ~~and industrial~~ relations;
- Joint consultation;
- Learning and employee development;
- Recruitment and selection;
- Discipline, dismissal, redundancies in line with the appropriate stages in policy etc;
- Occupational health, safety and wellbeing;
- Corporate health and safety, including fire and psychosocial hazards;
- Equality, diversity and inclusion.-

NB. The definition of 'employees' "staff" includes all graded and non-graded employees, employees on the professional payrolls, staff, and including casual workers, across Corporation departments and Institutions. The exceptions to this rule are uniformed police officers, which, whilst the support staff in the City of London Police come within the purview of this Committee, the uniformed Police come under the Police Authority Board and are subject to national policing arrangements, and teaching staff whose remuneration is managed through separate arrangements.

(b) To approve:-

(iv) ~~(i) Reports of Heads of Departments~~ Chief Officers recommending changes to or creation of senior management posts of Grade I and above which need the approval of the Court.

(ii) The structure and application of Job Evaluation Schemes and any amendments thereto.

(e) ~~To approve and promulgate~~ (iii) Human Resources policies and practices so that the City of London Corporation can recruit, retain and motivate its employees and carry out its functions to the highest standards of quality and cost effectiveness;

(iv) Market Forces Supplements and Honorarium payments in line with the Officer Scheme of Delegations, over officer delegation thresholds under delegation to the Chair and Deputy Chair of Corporate Services Committee.

(d) To instigate and ~~promulgate~~ receive organisational reviews of departments and to approve their reports and comments on proposed changes in organisation to ensure that staff resources are deployed in an efficient and effective manner.

(e) To make amendments to:-

(i) the general terms and conditions of employment which are contained in the employee handbook, such as working hours, annual leave, pension, leave of absence, allowances, family friendly provisions, and sick pay;

(ii) those procedures which form part of the contract of employment to include the grievance, disciplinary, capability, and appeals procedures, motor car, and motorcycle assisted purchase scheme.

- (f) To appoint seven members (including the representative of the Finance Committee):-
 - (i) to act as the Employer's side of the Joint Consultative Committee when meeting 8 members of the recognised unions, UNITE and GMB for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service etc. of City of London Corporation employees up to and including Grade G but excluding teachers and City [of London](#) Police Officers;
 - (ii) to act as the Employer's side of the Senior Management Joint Consultative Committee when meeting representatives of senior management of grades H and above, including High and Table Officers, for the purpose of collective consultation and negotiation on general matters relating to salaries and terms and conditions of service, etc;
- (g) To increase Judges' salaries if they follow the recommendations of the Top Review Board and are approved by the Lord Chancellor.
- (h) To increase the salary of the Coroner if it follows the recommendations of the Joint Negotiating Committee for Coroners.
- (i) To consider submissions of the Board or Boards of Governors relating to teaching staff, which, inter alia, may have to be finally submitted to the Court of Common Council.
- (j) To receive confirmation of any pay award approved by the Boards of Governors for the independent City of London Schools for information.

- (k) To approve:-
- (i) the learning and employee development policy, strategy and budget;
 - (ii) the Health and Safety and Occupational Health and Wellbeing policies and strategies, not including policies related to public health and wellbeing.
- (l) To be the service Committee for the following Departments:-
- ~~Town Clerk's (Policy and Democratic Services), including Corporate HR)~~
- Comptroller and City Solicitor's
- Chief Operating Officer's (HR; Corporate Health and Safety; Equality, Diversity and Inclusion)
- (m) To be responsible for the appointment of the Coroner (and see (h) above).
- (n) In accordance with the Scheme of Delegation, to receive details of:
- (i) redundancies and early retirements
 - (ii) Market Forces Supplements~~Employment tribunals, litigation cases and grievances and other reports from Comptrollers~~
- (o) To be responsible for the monitoring ~~and control~~ of overtime, sickness absence, recruitment and retention changes to staffing resources, workforce profile, job evaluation and the termination of employment.
- (p) To have oversight of the City of London Corporation's policies and practices in respect of equality and inclusion, including the implementation of the Equality Act 2010 and other relevant legislation through the ~~establishment of the~~ Equality, Diversity and Inclusion joint Sub Committee with the Policy & Resources Committee.

Commented [CA1]: Add Deputy Town Clerk's as CSC is its service committee? (Carol comment)

- (q) Dealing with requests for grants to support staff hospitality and recognition ~~welfare~~ initiatives
— from funds under the Committee's control, as allocated by the
— Resource Allocation Sub (Policy and Resources) Committee

Terms of Reference – Finance Committee

Constitution

A Ward Committee consisting of,

- four Aldermen nominated by the Court of Aldermen
- up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
- the Chairman and Deputy Chairman of the Policy & Resources Committee (ex-officio)

Quorum

The quorum consists of any seventy-nine Members.

Terms of Reference

To be responsible for:-

Finance

- (a) Ensuring effective arrangements are made for the proper administration of the City Corporation's financial affairs;
- (b) making recommendations to the Court of Common Council in respect of:-
 - (i) the audited accounts, the Annual Budget and to recommend the non-domestic rate and Council Tax to be levied and to present the capital programme and make recommendations as to its financing;
 - (ii) the appointment of the Chamberlain;
- (c) considering the annual budget of several committees, to ascertain that they are within the resources allocated, are applied to the policies for which those resources were allocated and represent value for money in the achievement of those policies;
- (d) determining annually with the Resource Allocation Sub-Committee, the appropriate performance return bench marks for the City's Estates;
- (e) obtaining value for money in all of the City of London Corporation's activities, contracts, and in the City of London Police;
- (f) monitoring performance against individual Departmental Business Plans and bringing about improvements in performance;
- (g) the effective and sustainable management of the City of London's operational assets, to help deliver strategic priorities and service needs;
- (h) overseeing the City of London Corporation's approved list of contractors and consultants;
- (i) dealing with requests for allowances, expenses, insurance, business travel, treasure trove and Trophy Tax;

(j) providing strategic oversight and performance management of all grant giving activity by the Corporation, other than for the Bridge House Estates.

(k) responsibility for the administration and management of the Charities Pool which falls within the purview of this Committee.

(l) strategies and initiatives in relation to energy;

Sub-Committees

(m) appointing such Sub-Committees and Working Party as are considered necessary for the better performance of its duties including the following areas:-

Financial Investment Board (joint with Policy & Resources Committee)

Operational Property and Projects (joint with Policy & Resources Committee)

Property Investment Board (joint with Policy & Resources Committee)

Efficiency & Performance Working Party

Appendix 4 - Police Authority Board

KEAVENY, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 21 st April 2022, doth hereby appoint the following Committee until the first meeting of the Court in April, 2023.
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CITY OF LONDON POLICE AUTHORITY BOARD

1. Constitution

A non-ward committee consisting of:

- 11 Members elected by the Court of Common Council including:
 - a minimum of one Member who has fewer than five years' service on the Court at the time of their appointment; and,
 - a minimum of two Members whose primary residence is in the City of London;
- 2 non-voting external members (i.e. non-Members of the Court of Common Council) appointed in accordance with the terms of the Police Authority Board Membership Scheme
- 2 non-voting external members (i.e. non-Members of the Court of Common Council) appointed in accordance with the terms of the Police Authority Board Membership Scheme, with the disapplication of disqualification criteria 9(b) and 9(c), the requirement to reside or work within the City of London.

The Chairman and Deputy Chairman to be elected from among Court of Common Council Members of the Board.

Effective April 2021, there shall be a maximum continuous service limit of three terms of four years, with immediate past Chairs qualifying for a further four-year term. Service as Chair/Deputy Chair shall not count towards an individual's term limit.

2. Quorum

The quorum consists of any five voting Members.

3. Membership 2022/23

- 1 (1) Deborah Oliver T.D. *for one year*
- 8 (4) James Michael Douglas Thomson, Deputy
- 3 (3) Dawn Linsey Wright, *for three years*
- 3 (3) Munsur Ali
- 3 (3) Caroline Kordai Addy
- 3 (3) Timothy Russell Hailes, J.P., Alderman
- 8 (2) Nicholas Michael Bensted-Smith, J.P.
- 7 (2) Helen Lesley Fentimen
- 2 (2) Graham David Packham, Deputy
- 5 (1) Emma Edhem, Alderman
- 5 (1) Tijs Broeke

Together with up to four non-City of London Corporation Members:-

Andrew Lentin (*appointed for a four-year term to expire in September 2025*)

Sir Craig Mackey (*appointed for a four-year term to expire in September 2025*)

~~Vacancy~~ Michael Mitchell (*appointed for a four-year term to expire in September 2026*)

~~Mellissa Collett~~ (*appointed for a four-year term to expire in September 2026*)

~~Vacancy~~

4. Terms of Reference

To be responsible for:-

- (a) securing an efficient and effective police service in both the City of London and, where so designated by the Home Office, nationally, and holding the Commissioner to account for the exercise of his/her functions and those persons under his/her direction and control;
- (b) agreeing, each year, the objectives in the City of London Policing Plan, which shall have regard to the views of local people, the views of the Commissioner and the Strategic Policing Requirement;

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Appendix 4 - Polic Authority Board

- (c) any powers and duties vested in the Court of Common Council as police authority for the City of London by virtue of the City of London Police Act 1839, the Police and Criminal Evidence Act 1984, the Police Acts 1996 (as amended) and 1997, the Criminal Justice and Police Act 2001, the Police Reform Act 2002, the Police Reform and Social Responsibility Act 2011 and any other Act or Acts, Statutory Instruments, Orders in Council, Rules or byelaws etc. from time to time in force, save the appointment of the Commissioner of Police which by virtue of Section 3 of the City of London Police Act 1839 remains the responsibility of the Common Council;
- (d) making recommendations to the Court of Common Council regarding the appointment of the Commissioner of the City of London Police;
- (e) to approve the annual budget and capital programme of the Force and Authority;
- (f) monitoring and reviewing the Force's performance across a range of equality, diversity and inclusion measures, setting strategic objectives for the Force where appropriate;
- (g) the handling of complaints and the maintenance of standards across the Force;
- (h) monitoring of performance against the City of London Policing Plan, including the Force's strategic priorities as National Lead Force for [Economic Crime Fraud](#);
- (i) monitoring of performance of the force in its capacity as National Lead Force for [Economic Crime Fraud](#) in partnership with the Home Office;
- (j) overseeing and scrutinising the Force's work to prevent and reduce crime in partnership with relevant agencies in the City of London;
- (k) ensuring local community needs are identified, considered and met as effectively as possible, including through the Policing Plan;
- (l) appointing such committees as are considered necessary for the better performance of its duties; and
- (m) To appoint the Chairman of the Police Pensions Board.

CRIME AND DISORDER SCRUTINY COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of the Chairman and Deputy Chairman¹ of the:

- Policy and Resources Committee, or their representatives;
- Police Authority Board or their representatives;
- Community and Children's Services Committee or their representatives;
- Licensing Committee, or their representatives.
- Planning and Transportation Committee, or their representatives
- Health and Wellbeing Board, or their representatives
- Port Health and Environmental Services Committee, or their representatives

Appointed in accordance with section 19 of the Police and Justice Act 2006.

2. **Quorum**

The quorum consists of any three Members.

3. **Membership 2022/23**

The Members referred to in paragraph 1 above

4. **Terms of Reference**

4.1 To review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions;

4.2 To make reports or recommendations to the local authority with respect to the discharge of those functions.

¹ These appointments are to be made with the approval of the committee in question and are, therefore, not considered to be ex-officio positions.

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Appendix 6 - Local Government Pensions Board

LOCAL GOVERNMENT PENSIONS BOARD

1. Constitution

A Non-Ward Committee consisting of,

- Three Employer Representatives, of which;
 - Two will be Members of the Court of Common Council (who may not be Members of the Investment Committee, Financial Investment Board or Establishment Committee);
 - One will be an Officer of the Corporation, nominated by the Town Clerk and Chief Executive; and
- Three Member Representatives, selected by an appointment method determined by the Town Clerk and Chief Executive.

In addition, the Board has the power to appoint one co-opted member (with no voting rights) as an independent advisor to the Board, should the Board require further technical guidance.

2. Quorum

The quorum consists of any three Members, including one Employer Representative and one Member Representative.

3. Membership 2021/22

Three Employer Representatives

- 7 (1) James Tumbridge
- 3 (3) Mark Raymond Peter Henry Delano Wheatley
Paul Wilkinson, City Surveyor

Three Member Representatives

Christina McLellan (*appointed for a four-year term expiring April 2024*)
David Pearson (*appointment for a four-year term expiring April 2025*)
Vacancy

together with the co-opted Member referred to in paragraph 1 above, if required and one Member to be appointed this day.

Each Board Member should endeavour to attend all Board meetings during the year. In the event of consistent non-attendance by any Board member, then the tenure of that membership should be reviewed by the other Board members in liaison with the Scheme Manager.

Board Members must be satisfied that they:

- are conversant with the legislation and associated guidance of the Local Government Pension Scheme (LGPS);
- are conversant with documents recording policy about the administration of the LGPS by the City of London Corporation;
- Have knowledge and understanding of the law relating to pensions and any other matters which are prescribed in regulations, including undertaking appropriate training to develop this knowledge;
- conduct themselves in line with the seven principles of public life;
- do not have any conflict of interest with their role on the Pensions Board.

4. Terms of Reference

In line with the requirements of the Public Services Pensions Act 2013 for the management of the City of London Corporation's Pension Scheme, to be responsible for:

(a) assisting the Scheme Manager (the City of London Corporation) in the following matters:

- Securing compliance with the scheme regulations and other legislation relating to the governance and administration of the scheme and any statutory pension scheme that it is connected to;
- Securing compliance with requirements imposed in relation to the scheme and any connected scheme by the Pensions Regulator; and
- Other such matters as the scheme regulations may specify.

(b) securing the effective and efficient governance and administration of the LGPS for the City of London Pension Fund

The Pension Board will ensure it effectively and efficiently complies with the code of practice on the governance and administration of public service pension schemes issued by the Pension Regulator.

The Pension Board will also help ensure that the City of London Corporation Pension Fund is managed and administered effectively and efficiently and complies with the code of practice on the governance and administration of public service pension schemes issued by the Pension Regulator.

~~The Pension Board shall meet at least three times per year.~~

5. Chairmanship

Any Member of the Board will be eligible to be Chairman. However, to allow reporting to the Court of Common Council, either the Chairman or Deputy Chairman must be a Member of the Court of Common Council.

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Barbican Centre Board

1. Constitution

A Non-Ward Committee consisting of,

- ~~eight seven~~ Members elected by the Court of Common Council for three-year terms, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment.
- Up to ~~nine eight~~ non-Common Council representatives appointed by the ~~CommitteeBoard~~, of which at least two should be drawn from the arts world
- a representative of the Policy & Resources Committee
- ~~a representative of the Finance Committee~~
- ~~the Chairman of the Board of Governors of the Guildhall School of Music & Drama (ex-officio)~~
- the Chair~~man~~ of the Barbican Centre Trust (ex-officio)
- ~~the Chairman of the Culture, Heritage & Libraries Committee (ex-officio)~~

The Chair~~man~~ of the Board shall be elected from the City Corporation Members.

The Board shall also elect a second Deputy Chair~~man~~, appointed from the External Membership of the Board.

There is a maximum service limit of ~~nine nine~~ years, which shall apply to all Members (including ex-officio) ~~not counting service as Chair or Deputy Chair~~.

2. Quorum

The quorum consists of any five Members, provided ~~that~~ Common ~~Councilmen-Councillors~~ are in the majority ~~for the approval of the Budget, the appointment of External Members and the appointment of the Chief Executive Officer~~.

Barbican Centre Board Terms of Reference:

To be responsible for:-

- (a) the strategic direction, management, operation and maintenance of the Barbican Centre, having determined the general principles and financial targets within which the Centre will operate;
- (b) the appointment of the ~~Managing Director~~~~Chief Executive Officer~~ of the Barbican Centre;
- (c) the Centre's contribution to the City of London Corporation's key policy priority, 'Increasing the impact of the City's cultural and heritage offer on the life of London and the nation', viz:-
 - i) the provision of world-class arts and learning by the Centre for the education, enlightenment and entertainment of all who visit it, particularly through the delivery of its creative and cultural learning programmes; and
 - ii) the provision of access to arts and learning beyond the Centre;
- (d) the creation of enterprise and income-generating support for the Centre.

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RUSSELL, Mayor

RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 21st April 2022, doth hereby appoint the following Committee until the first meeting of the Court in April, 2023.

AUDIT & RISK MANAGEMENT COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- ten Members elected by the Court of Common Council* at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- three external representatives (i.e. non-Members of the Court of Common Council with no voting rights)
- the Chairman and Deputy Chairman of the Finance Committee (ex-officio with no voting rights)
- a representative of the Policy & Resources Committee (ex-officio with no voting rights)

**NB:- The Chairmen of the Policy and Resources, and Finance Committees are not eligible for election to this Committee and the Deputy Chairman of the Audit & Risk Management Committee for the time being may not be a Chairman of another Committee.*

From April 2017 onwards, Members of the Court of Common Council are appointed for terms of three years. The maximum continuous period of service (except when serving as Chairman or Deputy Chairman) shall be nine years in any twelve-year period.

The Committee shall also have a second Deputy Chairman, appointed from the External Membership of the Committee.

2. **Quorum**

The quorum consists of five Members i.e. at least three Members elected by the Court of Common Council and at least one external representative.

3. **Membership 2022/23**

- 6 (3) Randall Keith Anderson, Deputy
- 6 (3) Christopher Paul Boden, Deputy
- 3 (3) Prem Goyal, O.B.E., J.P., Alderman
- 6 (3) Paul Nicholas Martinelli
- 2 (2) Rehana Banu Ameer, Deputy
- 6 (1) Alexander Robertson Martin Barr
- 3 (1) Ruby Sayed
- 1 (1) Bronek Masojada, Alderman
- 1 (1) Judith Pleasance
- 1 (1) Paul Singh

together with three external representatives :-

Dan Worsley (appointed for a three-year term expiring in April 2023)

Gail Le Coz (appointed for a three-year term expiring in April 2024)

Karen Sanderson (appointed for a three-year term expiring in April 2025)

and together with the Members referred to in paragraph 1.

4. **Terms of Reference**

Audit

- (a) ~~To consider and approve annually the rolling three year plan for Internal Audit.~~
- (ba) To consider and approve the annual External Audit Plan.
- (eb) To commission and to receive reports from the Chief Internal Auditor on the extent that the City of London Corporation can rely on its system of internal control and to provide reasonable assurance that the City of London Corporation's objectives will be achieved efficiently and within any time expectations set.
- (d) To meet with the external auditors as necessary prior to the presentation of the Accounts to the Court, consider the audited annual accounts of the City Fund and the various non-local authority funds (other than for Bridge House Estates) to receive and consider the formal reports, letters and recommendations of the City of London Corporation's external auditors (other than for Bridge House Estates) and to make recommendations relating to the approval of the accounts to the Finance Committee (other than for Bridge House Estates).
- (e) ~~To meet with the external auditors of the City's various funds at least once in each calendar year prior to the presentation of the financial statements to the Court.~~

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- (f) ~~In addition to (e), to meet with the external auditors of the City's various funds at least once in each calendar year.~~
- (g) To report back, as necessary and at least annually, to the Court of Common Council.
- (h) To appoint an Independent Audit Panel to make recommendations on the appointment of external auditors to the Court of Common Council.

Risk Management

- (a) To monitor and oversee the City of London Corporation's risk management strategy, ~~anti-fraud and anti-corruption arrangements~~; and to be satisfied that the authority's City Corporation's assurance framework properly reflect the risk environment ~~and that the risk management framework for the identification and mitigation of existing and emerging risks is robust and effective.~~
- (b) ~~To consider all audit or external inspection reports relating to any department at the City of London Corporation and seek assurance that action has been taken where necessary.~~
- (c) To receive an annual report from the Chamberlain Head of Internal Audit, to include a review of reviewing the effectiveness of the City of London's risk management strategy.
- (d) ~~To consider and report back to the Court on any risks related to all governance and value for money issues arising from the operational activities of the City Corporation.~~
- (e) To undertake periodic reviews of the risk management procedures, financial capabilities, controls, and safeguarding procedures of the City of London School, the City of London School for Girls, the City of London Freemens' School, the City of London Academies Trust (including its embedded academies) and the City Academies which are free-standing entities.

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Anti-Fraud and Anti-Corruption Arrangements

- a) To monitor and oversee the City of London Corporation's anti-fraud and anti-corruption arrangements.

General

- a) To report back, as necessary and at least annually, to the Court of Common Council.
- b) To measure and demonstrate the effectiveness of the Committee and its Membership

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ESTLIN, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 21st April 2022, doth hereby appoint the following Committee until the first meeting of the Court in April, 2023.
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CULTURE, HERITAGE & LIBRARIES COMMITTEE

1. **Constitution**
A Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
 - the Chairman of the Board of Governors of the Guildhall School of Music & Drama (ex-officio)
 - the Chairman of the Barbican Centre Board (ex-officio)

2. **Quorum**
The quorum consists of any nine Members.

3. **Membership 2022/23**

ALDERMEN

- 2 David Andrew Graves
- 2 Professor Michael Raymond Mainelli

COMMONERS

1	Anett Rideg.....	Aldersgate
1	Deborah Oliver.....	Aldersgate
1	David Sales	Bassishaw
1	Madush Gupta, Deputy	Billingsgate
1	Nighat Qureishi, Deputy.....	Bishopsgate
6	Andrew Paul Mayer.....	Bishopsgate
1	Emily Sophia Wedgwood Benn.....	Bread Street
1	Antony Geoffrey Manchester	Broad Street
1	James Bromiley-Davis	Candlewick
1	John David McLeod Griffiths	Castle Baynard
1	Alpa Raja	Castle Baynard
4	Dawn Linsey Wright.....	Coleman Street
1	Jamel Banda.....	Cordwainer
1	Ian Christopher Norman Seaton, M.B.E.....	Cornhill
1	Mark Bostock, Deputy	Cripplegate
1	Frances Leach.....	Cripplegate
10	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
1	John Ross Foley.....	Farringdon Within
1	Graeme Doshi-Smith, Deputy.....	Farringdon Within
1	Caroline Kordai Addy.....	Farringdon Without
8	Wendy Mead, O.B.E.....	Farringdon Without
9	Judith Lindsay Pleasance.....	Langbourn
1	Irem Yerdelen.....	Lime Street
6	Munsur Ali.....	Portsoken
6	Caroline Wilma Haines.....	Queenhithe
1	Jason Scott Groves.....	Tower
1	Jaspreet Hodgson.....	Vintry

Together with three Members in place of the three Wards (Bridge & Bridge Without, Cheap and Walbrook) to be appointed in May 2022

4. **Terms of Reference**

To be responsible for:-

- (a) the City Corporation's activities and services in the fields of culture, heritage and visitors including the development of relevant strategies and policies, reporting to the Court of Common Council as appropriate;
- (b) the management of the City's libraries and archives, including its functions as a library authority in accordance with the Public Libraries and Museums Act 1964 and all other powers and provisions relating thereto by providing an effective and efficient library service **(other than the Small Business Research Centre (SBREC));**
- (c) the management of the Guildhall Art Gallery and all the works of art belonging to the City of London Corporation;
- (d) the management and maintenance and, where appropriate, furnishing of the City Information Centre, the Monument, the Roman Villa and Baths (Lower Thames Street);
- (e) the upkeep and maintenance of the Lord Mayor's State Coach, the semi-state coaches, the Sheriffs' Chariots and State Harness;
- (f) London's Roman Amphitheatre and the City of London Heritage Gallery (under Guildhall Art Gallery);
- (g) the City of London's Outdoor Arts Programme;
- (h) the City Arts Initiative – approving recommendations for artworks in the public realm and applications to the City's Blue Plaque Scheme;
- (i) the Guildhall Yard Public Programme and Aldgate Square Public Programme (event content only);
- ~~(j) the City of London Police Museum;~~
- (k) the development and implementation of a strategy for the management of Keats House (registered charity no. 1053381) and all of the books and artefacts comprising the Keats collection, in accordance with the relevant documents governing this charitable activity;
- (l) the management of Guildhall Library Centenary Fund (registered charity no. 206950);
- (m) making recommendations to the Court of Common Council regarding the Cultural Strategy, the Visitor Strategy and other corporate strategies, statements or resolutions relating to any of its functions, following consultation with the Policy & Resources Committee;
- (m) responsibility for the production and publication of the official City of London Pocketbook;
- (o) appointing such Sub-Committees and/or Consultative Committees as are considered necessary for the better performance of its duties including the following areas:-
 - Keats House
- (p) to be responsible for grants in relation to the 'Inspiring London Through Culture' programme for culture and arts from funds under the Committee's control.

NATURAL ENVIRONMENT BOARD OPEN SPACES & CITY GARDENS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- eight Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
 - the Chairman and Deputy Chairman of the Epping Forest & Commons Committee
 - the Chairman and Deputy Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2022/23**

- 5 (4) Caroline Wilma Haines
- 12 (4) Wendy Mead, O.B.E.
- 6 (3) Oliver Sells, Q.C.
- 2 (2) Andrew Stratton McMurtrie, J.P.

together with the ex-officio Members referred to in paragraph 1 above and four Members to be appointed this day.

4. **Terms of Reference**

To be responsible for:-

- (a) The allocation of grants in relation to Open Spaces taking account of any views or recommendations expressed by the Epping Forest and Commons Committee, West Ham Park Committee or Hampstead Heath, Highgate Wood and Queen's Park Committee as relevant;

Open Spaces

- (b) dealing with, or making recommendations to the Court of Common Council where appropriate, all matters relating to the strategic management (e.g. policy, financial and staffing) of the City of London Corporation's open spaces where such matters are not specifically the responsibility of another Committee; and
- (c) the appointment of the Director of Open Spaces (in consultation with the Port Health and Environmental Services Committee);

City Open Spaces

- (d) the management and day-to-day administration of the gardens, churchyards and open spaces in the City under the control of the Common Council, together with Bunhill Fields Burial Ground;
- (e) arrangements for the planting and maintenance of trees and other plants and shrubs in open spaces and in footpaths adjacent to highways in the City;
- (f) advising on applications for planning permission relating in whole or in part to the gardens, churchyards or open spaces in the City under the control of the Common Council; and
- (g) the functions of the Common Council under the Local Government (Miscellaneous Provisions) Act 1976 to make safe by felling, or otherwise, dangerous trees in the City generally on receipt of notices served on the City of London Corporation in the circumstances set out in Section 23 of the Act and where trees are in danger of damaging property.

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FROM **Markets Board**
8th March 2023

TO **Policy and Resources Committee**
23rd March 2023

MARKETS BOARD TERMS OF REFERENCE

Extract from the draft public minutes of the Markets Board meeting on 8th March 2023

The Board considered a report of the Town Clerk in respect of the Annual Review of the Committee's Terms of Reference, which enables any proposed changes to be considered in time for the annual re-appointment of Committees by the Court of Common Council.

Members asked if the Chairs of the Market Tenants Associations could also appoint a Deputy, noting that they too would need to sign a Non-Disclosure Agreement, in order to receive non-public reports and attend the non-public part of the Board Meetings.

During further discussion on the Terms of Reference, Members agreed that there should be reference to the Chairman and Deputy Chairman, or their representatives, being Co-optees on the Capital Buildings Board and the new Barking Reach Working Group.

Members also felt that the scheduling of Markets Board Meetings should be revisited, to enable it to meet as soon as possible after Capital Building Board and Barking Reach Working Group Meetings.

The Town Clerk reminded Members that the Policy and Resources Committee on 23rd March would need to consider proposed Terms of Reference ahead of the April Court. Members therefore agreed to delegate the final wording to the Chair and Deputy Chair.

RESOLVED, that :

1. The Terms of Reference of the Markets Board be amended to permit the Chairs of the Market Tenants Association to appoint a Deputy, in addition to either themselves or their nominated representatives.
2. Reference be made to the Chairman and Deputy Chairman, or their nominated representatives, being Co-optees on the Capital Buildings Board and the new Barking Reach Working Group.
3. The scheduling of Markets Board Meetings be revisited, to enable it to meet as soon as possible after the CBB and BRWP meetings.
4. Given the timescales in terms of reporting to the Policy and Resources Committee on 23rd March 2023 and the Annual Meeting of the Court of Common Council on 27th April 2023, the final wording of the proposed amendments to the Boards Terms of Reference be delegated to the Chair and Deputy Chair of the Markets Board.

Appendix 1

MARKETS BOARD

1. Constitution

A Non-Ward Committee consisting of:

- 15 Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment

Together with three non-voting observers (who shall not count towards the quorum) representing the views of tenants at the three markets, **and being either the Chair, or a representative nominated annually by the Chair***, of the:-

- the Smithfield Market Tenants' Association
- the London Fish Merchant Association (Billingsgate), and
- the New Spitalfields Market Tenants' Association

**The Chairs of the above Market Tenants' Association may also appoint a Deputy to attend in the place of the above nominees.*

The Chair and Deputy Chair of the Board, or their nominated representative, shall be co-opted onto the Capital Buildings Board and the Barking Reach Working Party.

2. Quorum

The quorum consists of any five Members.

3. Terms of Reference

To be responsible for:-

- a) Oversight of the management of all matters relating to Smithfield Market, Billingsgate Market and New Spitalfields Market and the letting of all premises therein.
- b) **The Markets Board will be directly involved in the on-going Markets Co-location Project including, finance, tenant relationships and partnership negotiations; including funding and asset requirements.**
- c) The appointment of the Director of Markets.

Health and Social Care Scrutiny Committee

Constitution

A non-Ward Committee consisting of,

- Any 6 Members appointed by the Court of Common Council
- 1 Co-opted Healthwatch representative.

The above shall not be Members of the Community & Children's Services Committee or the Health & Wellbeing Board.

2. Quorum

The quorum consists of any three Members. [N.B. - the co-opted Member does not count towards the quorum]

3. Membership 2022/23

- 7 (3) Wendy Mead, O.B.E.
- 3 (2) Andrew Paul Mayer

Together with four Members to be appointed for this day and the co-opted Member referred to in paragraph 1 above.

Terms of Reference

To be responsible for:-

- (a) fulfilling the City's health and social care scrutiny role in keeping with the aims expounded in the Health and Social Care Act 2001, ~~and~~ Part 14 of the Local Government and Public Health Act 2007 (Patient and Public Involvement in Care and Social Care) [and the the Local Authority \(Public Health, Health and Wellbeing Boards and Health Scrutiny\) Regulations 2013](#);
- (b) agreeing and implementing an annual work programme; and
- (c) receiving and taking account of the views of relevant stakeholders and service providers by inviting representations to be made at appropriate meetings.

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Agenda Item 6

Committee(s): Resource Allocation Sub Committee – for Decision Bridge House Estates Board Policy & Resources Committee	Date(s): 8 March 2023 Urgency 23 March 2023
Subject: Capital Funding Update	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	The schemes for which funding is now requested span across a range of corporate outcomes
For Bridge House Estates (BHE), which outcomes in the BHE Bridging London 2020 – 2045 Strategy does this proposal aim to support?	1,2&3
Does this proposal require extra revenue and/or capital spending?	Yes
If so, how much?	£2.284m
What is the source of Funding?	£0.812m from City Fund Reserves, £1.450m from City’s Cash Reserves and £22k from BHE Unrestricted Income Fund.
Has this Funding Source been agreed with the Chamberlain’s Department?	Yes
Report of: The Chamberlain	For Decision
Report author: Simon Whelan, Acting Group Accountant	

Summary

This report follows on from previous papers on capital prioritisation, the capital review and the 2020/21, 2021/22 and 2022/23 rounds of annual capital bids. There are to be no new bids in 2023/24 but a further round of new bids will be considered for 2024/25.

Members are reminded of the two-step funding mechanism via the annual capital bid process:

- Firstly, within available funding, ‘in principle’ approval to the highest priority bids is sought and appropriate provisions are set aside in the annual capital and revenue budgets and the MTFPs.
- Secondly, following scrutiny via the gateway process to provide assurance of robust option appraisal, project management and value for money, Members are asked to confirm that these schemes remain a priority for which funding should be released at this time.

The purpose of this report is for Members to consider release of funding following the capital review and in the context of the current financial climate and to seek agreement

to the release of any funding (following gateway approvals) to allow schemes to progress.

The approved annual capital bids for 2020/21 currently total £84.1m of which draw-downs of £36.7m have been approved to date. A schedule of the current 2020/21 allocations is included in Appendix 1 for information. It is proposed that unused funding for Dominant House Footbridge be applied towards forecast overspends on the Guildhall Cooling and Rough Sleepers' Assessment Hub projects. See Table 1 'One-In, One-Out' Proposals.

The second annual bid round for 2021/22 granted in principle funding approval to bids with a current value of £82.5m of which draw-downs of £12.3m have been agreed. A schedule of the current 2021/22 allocations is included in Appendix 2.

The approved annual capital bids for 2022/23 total £26.7m of which draw-downs of £3.6m have been agreed.

Release of £2.284m to allow progression of the nine schemes summarised in Table 2 'Project Funding Requests' is now requested. Funding for these schemes can be met from the provisions set aside from the reserves of the three main funds via the annual capital bids plus the Fundamental Review for projects which predate the annual bids process.

Projects which have been through the capital review and have been classified as any of the following have been included in this report:

Category	Outcome
1	Project can continue – noting the revised funding allocation.
2	Project can continue – noting the reduced scope
3	Project can continue – but any overspend needs to be covered from external funding sources. This can include ringfenced capital funding pots (e.g. CL, On-Street Parking Reserve) or external grant funding. No additional funding has been agreed from City Fund or City's Cash budgets.

Recommendations

Policy and Resources Committee Members are requested -

- (i) To review the schemes summarised in Table 2 and, particularly in the context of the current financial climate, to confirm their continued essential priority for release of funding at this time and accordingly:
- (ii) To agree the release of up to £0.910m for the schemes progressing to the next Gateway (pre-Gateway 5) in Table 2 from the reserves of City Fund (£0.075m) and City's Cash (£0.829m) and BHE (£0.006m) as appropriate, subject to the required gateway approvals.
- (iii) To agree the release of up to £1.374m for the schemes progressing to implementation (post-Gateway 5) in Table 2 from the reserves of City Fund (£0.737m) and City's Cash (£0.621m) and BHE (£0.016m) as appropriate, subject to the required gateway approvals.

Bridge House Estates (BHE) Board Members are requested –

- (iv) To agree a contribution of £22k towards the cost of progressing the Guildhall Cooling, DITS LAN Security and IT Segmented Tunnelling projects, to be met from the provision set aside from the Unrestricted Income Fund.

Main Report

Background

1. As part of the fundamental review, Members agreed the necessity for effective prioritisation of capital and SRP projects, with central funding allocated in a measured way. This has been achieved via the annual capital bid process which applies prioritisation criteria to ensure that corporate objectives are met, and schemes are affordable.
2. The following criteria against which capital and supplementary revenue projects are assessed have been agreed as:
 - i. Must be an essential scheme (Health and Safety or Statutory Compliance, Fully/substantially reimbursable, Major Renewal of Income Generating Asset, Spend to Save with a payback period < 5 years.)
 - ii. Must address a risk on the Corporate Risk register, or the following items that would otherwise be escalated to the corporate risk register:
 - a. Replacement of critical end of life components for core services;
 - b. Schemes required to deliver high priority policies; and
 - c. Schemes with a high reputational impact.
 - iii. Must have a sound business case, clearly demonstrating the negative impact of the scheme not going ahead, i.e. penalty costs or loss of income, where these are material.

The above criteria were used as the basis for prioritising the annual capital bids.
3. The scope of schemes subject to this prioritisation relates only to those funded from central sources, which include the On-Street Parking Reserve, Community Infrastructure Levy (CIL), flexible external contributions and allocations from the general reserves of City Fund, City's Cash or BHE¹. This means that projects funded from most ring-fenced funds, such as the Housing Revenue Account, Designated Sales Pools and Cyclical Works Programmes *are excluded*, as well as schemes wholly funded from external grants, and tenant/developer contributions e.g. under S278 agreements and S106 deposits.
4. Members are reminded of the two-step funding mechanism via the annual capital bid process:
 - Firstly, 'in principle' approval to the highest priority bids within available funding is sought and appropriate provisions are set aside in the annual capital and revenue budgets and the MTFPs.
 - Secondly, following scrutiny via the gateway process to provide assurance of robust option appraisal, project management and value for money, RASC is asked to confirm that these schemes remain a priority for which funding should be released at this time.

¹ Contributions from Bridge House Estates are limited to its share of corporate schemes such as works to the Guildhall Complex or corporate IT systems and are subject to the specific approval of the Bridge House Estates Board.

Current Position

From the 2020/21 bid round, central funding of £84.1m is currently allocated for new capital bids across the three main funds. To date, £36.7m has been drawn down to allow 37 of these schemes to be progressed. A schedule of the current 2020/21 allocations is included in Appendix 1 for information.

5. Central funding of a further £82.5m across the three main funds for the 2021/22 new bids is currently allocated, of which drawdowns of £12.3m has been approved in respect of 19 schemes. A schedule of the 2021/22 allocations is included in Appendix 2 for information.

Central Funding of £26.7m has been agreed for the 2022/23 new bids of which draw-downs of £3.6m have been approved in respect of 9 schemes. A schedule of the 2022/23 allocations is included in Appendix 3 for information.

6. In addition, there are a small number of ongoing schemes for which funding was allocated as part of the Fundamental Review (such as Wanstead Park Ponds).
7. All schemes in this report have been through the capital review as part of a reprioritisation and value-engineering exercise to mitigate the effects of significant inflationary pressures. These pressures need to be carefully managed over the short to medium term to prevent a potential significant overspend. In instances where capital projects are approved assuming any element of external funding, risks must be managed to prevent additional unplanned cost pressures impacting on central funding.
8. Finsbury Circus - Members from both the OS&CG and RASC committees attended a briefing session on Finsbury Circus on the 9th Feb. Members were taken through a presentation outlining the history of the Gardens and the proposed design scheme for the renewal of the space. Officers shared details of the current funding allocation for the project along with prices from a tender exercise which concluded on the 2nd February. The current funding envelope is £5.9M, this includes an in-principal allocation of £2.5M CIL funding which was agreed by RASC in 2021, along with £3.2M of compensation from Crossrail and £200K from the Climate Action Fund. The tender exercise requested prices for three options:
 - Delivery of the full scheme, as consented by Planning including the provision of a Pavilion; the returns ranged in price from £7.9M to £8.9M;
 - A Value engineered option of the full scheme which delivered savings of approximately £300,000.
 - And lastly the option to deliver the full landscaping scheme without the Pavilion with prices ranging from £5.7M - £6.1M
9. These options were presented to the members at the meeting and discussed. There was an acceptance that the only option which fitted with the existing budget envelope of £5.9M was the landscaping excluding the Pavilion. A verbal update was subsequently provided to OS&CG who agreed to prioritise the landscaping only option to enable matters to proceed at pace. It was agreed that the pavilion would be seen as a future Phase 2, possibly requiring a commercial partner. The OS&CG

Committee also agreed to delegate authority to agree any subsequent Gateway 5 report to Executive Director of Environment in consultation with Chair & Deputy Chair of OS&CG.

Proposals

'One-in, One-Out' Reallocation of Funding

10. Members have previously agreed that requests for additional funding outside of the annual capital bid process should be met from within the existing sums set aside for new schemes on a 'one-in, one-out' basis.
11. The forecast increased in cost of both the Guildhall West Wing Cooling project and the Rough Sleepers Assessment Centre can be almost fully covered by funding now not required to deliver the Dominant House Footbridge project.

Table 1: 'One-In, One-Out' Proposals		Capital Bid Round	City Fund	City's Cash	Bridge House Estates	Total
Additional Funding Required			£000	£m	£m	£m
	Guildhall - West Wing - Space Cooling - Chiller Plant & Cooling Tower Replacement	2020/21	0.167	0.089	0.013	0.269
	Rough Sleeping - assessment hub	2020/21	0.196			0.196
	Total Required		0.363	0.089	0.013	0.465
Funding to be reallocated from:						
	Structural - Dominant House Footbridge	2020/21	- 0.450			- 0.450
						-
	Net additional Funding from capital bid resources		- 0.087	0.089	0.013	0.015

Current Requests for the Release of Funding

12. There are nine schemes with 'in principle' funding approved as part of the capital bids or the Fundamental Review that have progressed through the gateways, for which release of up to £2.284m is requested:

Table 2: Project Funding Requests		Next Gate-way	Capital Bid Round	City Fund	City's Cash	Bridge House Estates	Total
				£m	£m	£m	£m
Funding to progress to the next gateway							
Hampstead Heath - Parliament Hill Athletics Track Resurfacing	G5	2022/23			0.165		0.165
Guildhall - West Wing - Space Cooling - Chiller Plant & Cooling Tower Replacement	G5	2020/21	0.075	0.040	0.006		0.121
Guildhall Complex Masterplan - Redevelopment of North and West Wing Offices	G3	2022/23		0.250			0.250
Wanstead Park Ponds	G5	Fundamental Review		0.374			0.374
							-
							0.910
Full Funding for Scheme Implementation							
Hampstead Heath Swimming Facilities - Safety, Access and Security Improvements	G6	2021/22			0.554		0.554
IT - DITS Local Area Network Security Project	G6	2022/23	0.064	0.029	0.007		0.100
IT - Segmented Tunnelling Combined	G6	2022/23	0.083	0.038	0.009		0.130
Structural - Dominant House Footbridge	G6	2020/21	0.288				0.288
Rough Sleeping - assessment hub	G6	2020/21	0.302				0.302
							1.374
Total Requested Release of Funding				0.812	1.450	0.022	2.284

13. Further details of the individual schemes are provided in Appendix 4 attached.
14. In accordance with step two of the capital funding mechanism, Members will wish to confirm that these schemes remain a priority for funding to be released at this time particularly in the context of the current financial climate.
15. Funding for these schemes can be met from the provisions set aside from the reserves of the three main funds via the three years of capital bids plus the Fundamental Review through a mixture of £0.812m On Street Parking Reserve, CIL and City Fund reserves, plus £1.450m from City's Cash general reserves and £22k from the Bridge House Estates Unrestricted Income Fund.

Conclusion

16. Members are requested to:
 - 1) review the above and consider in the context of the completion of the capital review and the current financial climate their continued support for the schemes requesting internal resources to proceed, and;
 - 2) approve the associated release of funding in Table 2.

Appendices

- Appendix 1 - 2020/21 Approved Bids
- Appendix 2 - 2021/22 Approved Bids
- Appendix 3 - 2022/23 Approved Bids
- Appendix 4 - Requests for Release of Funding – Scheme Details
- Appendix 5 – Walbrook Wharf Feasibility 2027 and beyond

Background Papers

- Annual Capital Prioritisation Report, 12 December 2019 (Non-Public).
- Prioritisation of Remaining 2020/21 Annual Capital Bids (Deferred from December 2019 Meeting), 23 January 2020 (Non-Public)
- Re-prioritisation of 2020/21 Approved Capital Bids, 18 September 2020 (Non-Public)
- Capital Funding – Prioritisation of 2021/22 Annual Capital Bids – Stage 2 Proposals, 10 December 2020 (Public)
- Capital Funding – Prioritisation of 2022/23 Annual Capital Bids – Stage 2 Final Proposals
- Capital Review 2022 – final recommendations to RASC

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Acting Group Accountant Capital

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Appendix 1

Approved Bids 2020/21						THIS REPORT	THIS REPORT
Project Name	City Fund £'m	City's Cash £'m	BHE £'m	Total Funding Allocation £'m	Funding Allocation After Re- prioritisation	Release of	Reallocation
						Funding Previously agreed	of Funding now requested
Critical End of Life Replacement							
Barbican Replacement of Art Gallery Chiller	0.300	-	-	0.300	0.300	0.018	
Car Park - London Wall Joints and Waterproofing	2.000	-	-	2.000	2.000	-	
Car Park - Hampstead Heath, East Heath Car Park Resurface	-	0.415	-	0.415	0.415	0.387	
Central Criminal Court - Replacement for Heating, Cooling and Electrics for the East Wing Mezzanine including the sheriff's apartments.*****	1.000	-	-	1.000	0.626	0.626	
Finsbury Circus Garden Re-installment	2.558	-	-	2.558	2.558	2.542	
Guildhall - North and East Wing Steam Generator replacement – including Art Gallery	0.744	0.396	0.060	1.200	0.002	0.002	
Guildhall - West Wing - Space Cooling - Chiller Plant & Cooling Tower Replacement *****	1.860	0.990	0.150	3.000	4.702	4.433	0.121
Guildhall event spaces - Audio & Visual replacement / upgrade	-	0.330	-	0.330	0.330	0.045	
Guildhall Yard - Refurbishment/ Replacement of Paviments	-	3.000	-	3.000	3.000	-	
I.T - Computer Equipment rooms (CER) Uninterrupted Power Supplies (UPS)Upgrades and Replacements	0.090	0.100	0.010	0.200	0.200	0.200	
I.T - Essential Computer (Servers) operating system refresh programme	0.068	0.075	0.008	0.151	0.095	0.095	
I.T - Personal device replacement (Laptops, Desktops and tablet/mobile device)	1.013	1.125	0.112	2.250	2.250	2.250	
I.T - Rationalisation of Financials, HR & Payroll Systems (ERP project)	2.654	2.949	0.295	5.898	6.768	0.554	
I.T - Telephony replacement ***	0.873	0.343	0.034	1.250	-	-	
LMA : Replacement of Fire Alarm, Chillers and Landlords Lighting and Power	1.397	-	-	1.397	1.397	0.145	
Oracle Property Management System Replacement	0.713	0.380	0.058	1.151	1.151	1.150	
Structural - Lindsey Street Bridge Strengthening	5.000	-	-	5.000	5.000	0.030	
Structural - Dominant House Footbridge*****	1.025	-	-	1.025	0.575	0.287	0.288
Structural - West Ham Park Playground Refurbishment	-	1.279	-	1.279	1.279	0.863	
Fully or substantially reimbursable							
Barbican Turret John Wesley High Walk	0.043	-	-	0.043	0.043	0.043	
Chingford Golf Course Development Project	-	0.075	-	0.075	0.075	-	
High Profile Policy Initiative							
Bank Junction Transformation (All Change at Bank)	4.000	-	-	4.000	4.000	4.000	
Culture Mile Implementation Phase 1 incl CM experiments and Culture Mile Spine	0.580	-	-	0.580	0.580	0.580	
I.T - Smarter working for Members and Officers	0.113	0.125	0.013	0.251	0.185	0.185	
Rough Sleeping - assessment hub*****	1.000	-	-	1.000	1.196	1.196	0.302
Rough Sleeping High Support Hostel - Option 3	0.500	-	-	0.500	0.500	0.500	
Secure City Programme	15.852	-	-	15.852	15.852	7.174	
Statutory Compliance/Health and Safety							
Barbican Exhibition Halls	5.000	-	-	5.000	1.549	1.548	
Barbican Podium Waterproofing, Drainage and Landscaping Works (Ben Jonson, Breton & Cromwell Highwalk) Phase 2 – 1st Priority	13.827	-	-	13.827	13.827	2.417	
Covid19 Phase 3 Transportation Response*	-	-	-	-	0.568	0.568	
City of London Primary Academy Islington (COLPAI) temporary site	-	0.300	-	0.300	0.583	0.583	
Golden Lane Lighting and Accessibility	0.500	-	-	0.500	0.500	0.500	
Guildhall - Great Hall - Internal Stonework Overhaul	-	2.000	-	2.000	2.000	1.740	
Guildhall - Installation of Public Address & Voice Alarm (PAVA) and lockdown system at the Guildhall (Security Recommendation)	0.930	0.495	0.075	1.500	1.500	0.118	
I.T - Critical Security Works agreed by the DSSC **	0.112	0.125	0.013	0.250	-	-	
I.T - GDPR and Data Protection Compliance in addition saving money in being able to share and find information quickly	0.090	0.100	0.010	0.200	0.200	-	
Confined and Dangerous Spaces - Barbican Centre	2.000	-	-	2.000	2.000	0.098	
Confined and Dangerous Spaces - GSMD	-	0.400	-	0.400	0.400	0.019	
Fire Safety - Car Park London Wall - Ventilation, electrics, lighting and fire alarm works	1.370	-	-	1.370	1.370	0.250	
Fire Safety - Works in car parks	1.032	-	-	1.032	1.032	0.699	
Fire Safety - Frobisher Crescent, Barbican Estate (compartmentation) *	0.550	-	-	0.550	1.203	1.203	
Fire Safety - Smithfield sprinkler head replacement and fire door replacement.	-	0.150	-	0.150	0.150	0.020	
Queen's Park Public Toilet Rebuild	-	0.380	-	0.380	-	-	
Spitalfields Flats Fire Door Safety	0.146	-	-	0.146	0.146	-	
Spend to save with a payback < 5 years							
Energy programme of lighting and M&E upgrade works (Phase 1)****	0.440	0.489	0.049	0.978	0.268	0.165	
I.T - GDPR Compliance Project Unstructured data	0.112	0.125	0.013	0.250	-	-	
Wanstead Flats Artificial Grass Pitches (spend to save > 5 years)	-	-	-	-	1.700	-	
The Monument Visitor Centre	-	2.500	-	2.500	-	-	
Total Approved Funding Bids	69.492	18.646	0.900	89.038	84.075	36.733	0.711

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Appendix 2

Approved Bids 2021/22				THIS REPORT	THIS REPORT			
Project Name	City Fund £'m	City's Cash £'m	BHE £'m	Total Funding Allocation £'m	Latest Funding Allocation after Reprioritisation	Release of Funding Previously agreed	Reallocation of Funding now requested	Release of Funding now requested
Critical End of Life Replacement								
OSD - Tower Hill Play Area Replacement Project	0.120			0.120	0.120	0.120		
SVY - BEMS Upgrade Project-CPG Estate – Phase 1***	0.507	0.375	0.022	0.904	1.133	0.626		
SVY - Smithfield Condenser Pipework Replacement		0.564		0.564	0.564			
CHB - IT SD WAN /MPLS replacement	0.320	0.145	0.035	0.500	0.100	0.100		
CHB - IT LAN Support to Replace Freedom Contract	0.096	0.043	0.011	0.150	0.150			
CHB - Libraries IT Refresh	0.220			0.220	0.220			
BBC - Barbican Centre - Catering Block Extraction	0.400			0.400	0.400	0.024		
High Profile Policy Initiative								
DBE - Secure City Programme Year 2	4.739			4.739	4.739	1.700		
SVY - Guildhall Complex Masterplan - initial feasibility and design work		0.350		0.350	0.350	0.350		
Statutory Compliance/Health and Safety								
DCCS - Fire Doors Barbican Estate*	20.000			20.000	19.597	0.275		
SVY - St Lawrence Jewry Church - Essential works (Top-Up Funding)		2.565		2.565	2.565	2.136		
SVY - Denton Pier and Pontoon Overhaul Works	1.000			1.000	1.000	0.050		
OSD - Hampstead Heath Swimming Facilities - Safety, Access and Security Improvements		0.755		0.755	0.755	0.201		0.554
DBE - Public Realm Security Programme	1.238			1.238	1.238	0.027		
DBE - Beech Street Transportation and Public Realm project (Top-Up Bid)	0.900			0.900	0.900	0.191		
MAN - Central Criminal Courts, Fire Safety and associated public address system (Top-up bid)	0.683			0.683	0.683			
MAN - Central Criminal Court Cell Area Ducting and Extract System Balancing	1.000			1.000	1.000	0.220		
SVY - Riverbank House, Swan Lane - repairs to foreshore river defence	0.500			0.500	0.500	0.110		
CHB - Public Services Network replacement	0.064	0.029	0.007	0.100	0.000			
GSMD - Guildhall School - Silk Street Ventilation Heating and Cooling		2.000		2.000	2.000			
GSMD - Guildhall School - Milton Court Correction of Mechanical Systems		0.600		0.600	0.600	0.200		
GSMD - Guildhall School - John Hosier Ventilation and Temperature Control		0.700		0.700	0.700			
CHB - IT Security**	0.192	0.087	0.021	0.300	0.000			
Spend to save with a payback < 5 years								
SVY - Energy Reduction Programme – Phase 2	0.194	0.181		0.375	0.375			
Climate Action	32.173	8.394	0.096	40.663	39.689	6.330	0.000	0.554
Climate Action :								
DBE - Public Realm (Pedestrian Priority)	6.050			6.050	6.050	2.454		
OSD - Climate Action Strategy		2.120		2.120	2.120	0.795		
DBE - Embed climate resilience measures into Public Realm works (Cool Streets and Greening)	6.800			6.800	6.800	2.580		
SVY -Energy Efficiency / Net Zero Carbon - Investment Estate - City Fund	4.340			4.340	4.340			
SVY - Energy Efficiency / Net Zero Carbon - Investment Estate - Strategic Estate City Fund	0.000			-	-			
SVY - Climate Resilience Measures	4.000	0.000		4.000	4.000			
SVY - Climate Action Strategy Projects CPG Operational Properties	11.723	7.138	0.649	19.510	19.510	0.109		
Sub-Total - Climate Action	32.913	9.258	0.649	42.820	42.820	5.938	0.000	-
Total Bids Fulfilling the Funding Criteria	65.086	17.652	0.745	83.483	82.509	12.268	0.000	0.554

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Appendix 3

Approved Bids 2022/23						THIS REPORT	THIS REPORT	
Project Name	City Fund £'m	City's Cash £'m	BHE £'m	Total Funding Allocation £'m	Funding Allocation After Re- prioritisation	Release of Funding Previously agreed	Reallocation of Funding now requested	Release of Funding now requested
Critical end of life replacement:								
BEMS Upgrade Phase 2 - Heathrow Animal Reception Centre and various OS sites at Epping	0.150	0.100	-	0.250	0.250			
IT - Members IT refresh (to align with new personal device roll-out for staff)	0.192	0.087	0.021	0.300	0.300	0.300		
IT - Managed Service re-provisioning (one-off costs due to end of current contract)*	0.320	0.145	0.035	0.500	1.300	1.300		
IT - Corporate Managed Print Service (one-off costs due to end of current contract)*	0.032	0.015	0.004	0.050	0.000			
IT - Server Upgrade/replacement	0.064	0.029	0.007	0.100	0.100			0.100
Mansion House - essential roof repairs	-	0.330	-	0.330	0.330			
OS Hampstead Heath - Parliament Hill Athletics Track Resurfacing	-	2.000	-	2.000	2.000	0.111		0.165
Guildhall School - Repairs to roof, expansion joint repairs and drainage and water systems (subject to holistic approach for highwalks, Barbican and School)	-	1.750	-	1.750	1.750			
Health and Safety/Statutory Compliance:								
Fire Safety - Guildhall Complex Fire Stopping all basement and plant areas	0.202	0.210	0.008	0.420	0.420			
Fire Safety - Baynard House Car Park Sprinklers Replacement (remaining floors)	0.250	-	-	0.250	0.250			
Central Criminal Court: Cells Ventilation - Top-Up bid to meet full scope of statutory requirements. (£1m bid agreed in principle as part of the 2021/22 capital bid round.)	1.000	-	-	1.000	1.000			
OS Epping Forest - COVID-19 Path Restoration Project	-	0.250	-	0.250	0.250			
OS Queen's Park Play Area and Sandpit replacement of equipment	-	0.055	-	0.055	0.055			
Barbican Centre - Replacement of Central Battery Units for Emergency Lighting system	0.280	-	-	0.280	0.280			
Guildhall School - Rigging infrastructures in Milton Court Concert Hall	-	0.460	-	0.460	0.460			
Guildhall School - Safe technical access and working at height - Silk Street Theatre	-	0.345	-	0.345	0.345			
Smithfield Market - Glass Canopy Overhaul	-	0.300	-	0.300	0.300			
Smithfield Market - East Poultry Avenue Canopy Repairs and Remedial Works	-	0.600	-	0.600	0.600			
Smithfield Car Park - Ceiling Coating and Damp Works	-	1.050	-	1.050	1.050			
Beech Street Transportation and Public Realm project top-up to deliver permanent air quality and associated public realm improvements following successful experiment.	2.500	-	-	2.500	2.500			
DCCS - Social Care Case Management System	0.144	-	-	0.144	0.144			
IT - Building Management System Wired Network to maximise efficiencies of new BEMS systems	0.083	0.038	0.009	0.130	0.130			0.130
High Priority Policy:								
Secure City Programme - Year 3	8.936	-	-	8.936	8.936			
IT Security*	0.128	0.058	0.014	0.200	0.100	0.100		
Guildhall Complex Masterplan - Redevelopment of North and West Wing Offices (top-up)	-	1.150	-	1.150	1.150			0.250
Bank Junction Improvements: All Change at Bank - top-up to cover inflation risk of delivering the minimal scheme	0.700	-	-	0.700	0.700	0.700		
IT - HR System Portal required in advance of the new ERP system delivery*	0.160	0.073	0.017	0.250	0.100	0.100		
Walbrook Wharf Feasibility - 2027 and beyond	0.150	-	-	0.150	0.150	0.150		
St Paul's Gyratory - Design Development	0.556	-	-	0.556	0.556	0.556		
St Paul's Cathedral External Re-lighting	1.160	-	-	1.160	1.160	0.250		
Total Green Funding Bids	17.007	9.044	0.115	26.166	26.666	3.567	0.000	0.645

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Requests for Release of Funding – Scheme Details

The following provides details of the nine schemes for which approval to release central funding of up to £2.284m is now sought, as summarised in Table 2 of the main report.

- (i) Hampstead Heath - Parliament Hill Athletics Track Resurfacing – release of £165k to progress the scheme
 - Capital Project to resurface the Parliament Hill Athletics Track on Hampstead Heath.
 - ‘In principle’ funding up to £2m from City Cash was agreed as part of the 2022/23 annual bids process to deliver the project.
 - The total estimated cost of delivering this project including costed risk is £2m.
 - The request is for the release of £141k for consultancy and design surveys plus a £24k costed risk provision to progress the scheme to Gateway 5.

- (ii) Guildhall West Wing Space Cooling - Chiller Plant & Cooling Tower Replacement– release of £121k to progress the scheme
 - Provide a long-term solution to meet the cooling needs of the Guildhall Complex in the most cost-effective and environmentally beneficial way.
 - ‘In principle’ central funding up to £4.433m from across the three main Funds Reserves was approved as part of the 2021/22 capital bids.
 - Climate Action Strategy has also committed some funding.
 - The total estimated cost of delivering this project including costed risk is £4.7m.
 - Through the capital review process Members have been clear on their support for this project and have agreed it should progress within the £4.7m envelope with the excess funded from City Fund contingencies.
 - Underspends on Dominant House Footbridge can fully cover the funding gap.
 - The request is for the release of £46k for professional fees plus a £75k costed risk provision to progress the scheme to Gateway 5.

- (iii) Guildhall Complex Masterplan - Redevelopment of North and West Wing Offices– release of £250k to progress the scheme
 - Refurbish and/or extend the Guildhall North & West Wings, 65/65A Basinghall Street and 20/21 Aldermanbury to deliver a future Guildhall which meets the City of London Corporation (COL) Corporate Plan objectives, climate action targets and business requirements alongside creating modern fit-for-purpose accommodation for Members, Officers, and the public, and with potential new commercial offices, retail building, and enhanced public realm.
 - An ‘In principle’ central funding ‘top-up’ of £1.15m from City Cash was approved as part of the 2022/23 new bids on top of £350k approved from the 2021/22 new bids.
 - At it’s January meeting Policy & Resources rejected the project request for a further £1.080m of budget, instead agreeing to a smaller sum of £250k to progress the scheme.
 - Therefore, this request is for RASC to agree release of £250k of funding to progress to the next gateway.
 - The total estimated cost of the project is £131.65m (including risk).

- (iv) Wanstead Park Ponds – release of £374k to progress the scheme
- The project was established primarily to address the risk of flood from the ponds at Wanstead Park.
 - ‘In principle’ central funding from City’s Cash reserves was agreed as part of the fundamental review to comply with our statutory responsibilities.
 - The request is for the release of a further £374k to progress the detailed options appraisal.
- (v) Hampstead Heath Swimming Facilities - Safety, Access and Security Improvements – release of £554k to implement the scheme
- Capital Project to implement safety, access and security works across the four Hampstead Heath Swimming Facilities.
 - ‘In principle’ approval of up to £755k of central funding from City’s Cash resources was agreed as part of the 2021/22 annual capital bids with an additional £257k to be transferred from local risk.
 - This request is for approval to draw down the remaining in principle funding (£554k) to implement the project.
- (vi) IT - DITS Local Area Network Security Project – release of £100k to implement the scheme
- Corporate IT project to address security vulnerabilities within the Local Area Network (LAN) by replacing aged hardware. The new devices will also support further enhancements to protect the Corporation’s data traffic across multiple locations
 - ‘In principle’ funding up to £100k shared across the main funds was agreed as part of the 2022/23 annual bids process.
 - This request is to draw down that funding to implement the project.
- (vii) IT - Segmented Tunnelling Combined – release of £130k to implement the scheme
- To enable changes to the Local Area Network (LAN) to share the corporate network with other devices in a secure manner.
 - ‘In principle’ funding up to £130k shared across the main funds was agreed as part of the 2022/23 annual bids process.
 - This request is to draw down that funding to implement the project.
- (viii) Dominant House Footbridge – release of £288k to implement the scheme
- Repair fault on City Walkway footbridge over highway which has led to spalling on footbridge support.
 - ‘In principle’ central funding of up to £1.025m from the On Street Parking Reserve was agreed as part of the 2020/21 capital bids process for the delivery of this scheme.
 - Latest estimated cost (including risk) is £575k.
 - It is requested to draw the balance of in principle funding down to implement the project.
 - Unused funding of £450k will be returned to the centre to meet other cost pressures.

(ix) Rough Sleeping Assessment Hub - release of £302k to implement the scheme

- Conversion and Refurbishment to provide short term accommodation for 15 bed space rapid assessment centre.
- 'In principle' central funding of up to £1m from City Fund had been agreed as part of the 2020/21 annual capital bids process.
- Latest estimated cost (including risk) is £1.75m
- Other funding sources such as Community and Children's Services Local Risk budget and Climate Action Strategy have been identified.
- RASC is asked to agree the release of the balance of the in principle funding and an additional sum of £196k which can be funded from the underspend on Dominant House Footbridge.

08/03/2023 P&R Delegated (for RASC)

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Walbrook Wharf Feasibility 2027 and beyond

A request for project funding was inadvertently left out of this Committee's Capital Funding Update report.

Release of up to £150k from the 2022/23 new bids allocation is now requested to allow progression of this scheme towards Gateway 3. The total estimated cost of reaching Gateway 3 is £350k and it is intended to launch a new bid for the remaining £200k at the next available opportunity. Funding for the £150k can be met from the provisions set aside from the reserves of City Fund via the 2022/23 annual capital bids process.

This project has been through the capital review and has been classified as 'Category 1 – Project can continue' noting the revised funding allocation.

Recommendation

Policy and Resources Committee Members are requested -

- (i) To agree the release of up to £0.150m for the Walbrook Wharf Feasibility 2027 and beyond scheme to allow it to progress towards the next Gateway from the reserves of City Fund.

Main Report

Current Requests for the Release of Funding

Table 2: Project Funding Requests	Next Gate-way	Capital Bid Round	City Fund	City's Cash	Bridge House Estates	Total
			£m	£m	£m	£m
Funding to progress to the next gateway						
Walbrook Wharf Feasibility 2027 and beyond	G3	2022/23	0.150			0.150
						-
						0.150
Total Requested Release of Funding			0.150	-	-	0.150

Scheme Details

- i) Walbrook Wharf – Feasibility 2027 and beyond – release of £150k to progress the scheme
 - To explore options to refurbish, adapt and/or rebuild Walbrook Wharf premises in order to provide an improved cleansing and statutory waste transfer station servicing the Square Mile and neighbouring boroughs.
 - 'In principle' funding up to £0.150m from City Fund was agreed as part of the 2022/23 annual bids process to proceed to the next gateway.
 - The total estimated cost of delivering this project (subject to scope and potential external investment) including costed risk is £190m.
 - This project would be considered as a further Major Project.

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Agenda Item 7

Committee(s): Policy and Resources – For decision	Date: [Meeting Date] 23 March 20223
Subject: Guildhall Complex Refurbishment: Member Engagement	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	1, 2, 3, 8, 9, 10, 11, 12
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: Deputy Town Clerk	For Decision
Report authors: Fiona McKeith, City Surveyor’s	

Summary

In February 2023, the Policy & Resources Committee partly approved a Gateway 2 Progress Report concerning prospective options for the Refurbishment of the North and West Wings.

This approval included authority for officers to continue engagement with City of London Corporation departments, staff, and Members, to develop the vision/brief for the future Guildhall Complex and identify the respective business and operational requirements. The intention would be to then apply this vision/brief for requirements to the property options developed during the initial stage of the project, with the subsequent options analysis to inform any formal decision-making in late 2023.

In the interests of ensuring focussed, robust, and appropriate Member input and engagement, the Committee’s view is now sought in respect of confirming an informal group of Members to support with this activity, with a view to ensuring that engagement is undertaken with a representative, appropriate, and diverse grouping.

Recommendation(s)

Members are asked to:

1. Authorise the Town Clerk and City Surveyor to engage with Members as shown in paragraph 10 of the report for the purpose of developing the vision of the future Guildhall Complex and respective Member business requirements;
2. Note that any formal proposals presenting options around the redevelopment or refurbishment of Guildhall will be presented to Committee in due course in 2023

Main Report

Background

1. The Guildhall Refurbishment project proposal is intended to refurbish and/or extend the Guildhall North & West Wings to deliver a future Guildhall Headquarters which meets the City of London Corporation's Corporate Plan objectives, climate action targets, and business requirements, alongside creating modern fit-for-purpose accommodation for Members, officers and the public, in addition to a potential new commercial office and retail building, and enhanced public realm.
2. The key drivers for change are:-
 - Poor environmental performance and future repair and building renewal requirements,
 - Opportunity to contribute towards CoL's Climate Action Strategy to achieve net zero emissions target by 2027 across the Corporate Estate,
 - Inefficient use of space (post -covid),
 - New ways of working for officers and members.

Current Position

3. The Gateway 2 Progress report considered by the Policy & Resources Committee in February 2023 provided an update following extensive design team work generating a range of property options for the North and West Wings, 20 and 21 Aldermanbury, and 65/65A Basinghall Street including the options for the future Guildhall Headquarters..
4. MCM workspace were commissioned as a part of the initial feasibility and undertook workshops with the Executive Leadership Board and staff. These have contributed to draft set of strategic objectives.
5. MCM undertook a high-level analysis of current space utilisation, as well as assessing how staff and Members could utilise space for each of the options. This work, however, did not benefit from a more detailed understanding of business requirements for both the Members and officers, as well visitors.
6. Members have, therefore, approved funding for officers to proceed and develop a detailed understanding of business requirements in order to inform a decision on the most viable option for the future of the Guildhall Complex.

Proposal

7. As described above, the outputs of this next stage will be assessed against the property solutions/options developed in 2022.
8. The Guildhall Refurbishment project provides an opportunity to be an exemplar within the Square Mile, integrating the corporate strategic business requirements into an Environment Social and Governance (ESG) framework.
9. Engagement with Members is required in order to provide oversight for the development of the project's ESG framework, as well as to act as an informal forum to help scope Members' operational requirements, both now and looking to the future. It is important that this group is as representative as possible as we

look to ensure that any design scope identifies fully the current and future needs of the wide range of prospective users and stakeholders.

10. Members are, therefore, invited to consider the optimal composition of a group of members for informal engagement, to help guide proposals as they are developed (prior to presentation for formal decision making. As an initial proposal, the following list of Chairs (or their representatives) is suggested, based upon the group originally identified by the Policy & Resources Committee and expanded to incorporate a small number of other postholders, in view of the respective remits and responsibilities of their committees as they relate to the Guildhall Complex and / or users thereof.
 - The Chairman of Policy and Resources Committee (or his/her representative)
 - The Chairman of Finance Committee (or his/her representative)
 - The Chairman of Operational Property and Project Sub-Committee (or his/her representative)
 - The Chairman of Corporate Services Committee (or his/her representative)
 - The Chair of Civic Affairs Sub-Committee (or his/her representative)
 - The Chief Commoner (or his/her representative)
 - The Chair of Equalities Diversity and Inclusion Sub-Committee (or his/her representative)
 - The Chair of Culture Heritage and Libraries Committee (or his/her representative)
 - The Chair of Community and Children's Services (or his/her representative)
 - The Chair of Health and Wellbeing Board (or his/her representative)
11. Members are also invited to consider whether there are additional specific Members or postholders who should form part of this group, particularly with a view to ensuring representation in relation to the needs of those with seen or unseen disabilities.
12. **Corporate & Strategic Implications** This work will inform the requirements for a future fit-for-purpose Guildhall Complex.
13. **Financial implications** None
14. **Resource implications** Resourcing will be provided by the City Surveyor and the externally appointed workspace consultant.
15. **Legal implications** None
16. **Risk implications** None

17. **Equalities implications** In the event there are gaps in respect to equalities and diversity of the Informal Member Working Group, officers will agree with Members engagement approaches to address identified gaps.
18. **Climate implications** None
19. **Security implications** None

Conclusion

20. The Guildhall Refurbishment project is at an early feasibility stage and will generate options that need to be assessed against financial viability as well as business requirements and social value outcomes. The proposed Member engagement provides an efficient forum to engage appropriate Members within a critical timeframe.

Background Papers

Guildhall Complex – Refurbishment Options for the North and West Wings GW2
Progress update January 2023

Guildhall Complex – Refurbishment Options for the North and West Wings GW2
Proposal November 2021

Fiona McKeith

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Agenda Item 8

Committee(s): Policy and Resources Committee	Dated: 23/03/2023
Subject: Policy and Resources Contingency/Discretionary Funds	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	All
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	£0
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Chamberlain	For Decision
Report Author: Geraldine Francis - Chamberlain	

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, Committee's Project Reserve and COVID19 Contingency Fund for 2022/23 and future years with details of expenditure in 2022/23. The balances remaining for these Funds for 2022/23 and beyond are shown in the Table below.

Fund	2022/23 Balance Remaining after Approved Bids £	2023/24 Balance Remaining after Approved Bids £	2024/25 Balance Remaining after Approved Bids £	2025/26 Balance Remaining after Approved Bids
Policy Initiative Fund	701,000	517,000	800,000	1,150,000
Policy & Resources Contingency	357,159	215,000	285,000	300,000
Policy & Resources Project Reserve	343,000	0	0	0
COVID19 Contingency	172,496	0	0	0

Recommendation(s)

Members are asked to:

- Note the report and contents of the schedules.
- Approve the 2022/23 unallocated balances on your Committee's PIF and Contingency Fund being carried forward into 2023/24.
- Approve the 2022/23 COVID Contingency Fund unallocated balances are not carried forward as it is not anticipated that this Contingency will be required in 2023/24.

Main Report

Background

1. Members are being asked to approve to carry forward the uncommitted balances on the PIF and Committee Contingency Funds into 2023/24 as has historically occurred. The Table below shows the current level of uncommitted funds in 2022/23.

Fund	Current Uncommitted 2022/23 Balance
Policy Initiative Fund	£701,000
Policy & Resources Contingency	£357,159
Policy & Resources Project Reserves	£343,000
COVID19 Contingency	£172,496
Total	£1,573,655

2. 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.
3. 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.
4. 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 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.
5. 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 aide 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.
6. 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. 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 Department's control, which has caused delays, it is recommended that these are reviewed by Committee as needed.

7. 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.
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 2019's Policy and Resources Committee. The initial amount transferred to this reserve totalled £450,000 from the Project Sub Committee, this is not an annual Contingency but a one-off sum. It is suggested that this reserve is used for project type spend.
9. The COVID19 Contingency Fund is a time limited fund established to meet any unforeseen items of expenditure due to the COVID19 virus such as; to enact contingency planning arrangements, support unforeseen expenditure required to support service community which cannot be met from local budgets and to support/implement guidance issued by the government where there is no other compensating source of funding. The Town Clerk and Chamberlain have delegated authority to approve bids to this fund that are under £250,000.

Current Position

10. Appendices 1 to 3 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), your Committee's Contingency (Appendix 2) and the Policy & Resources Project Reserve (Appendix 3). Bids against the COVID19 Contingency Fund (Appendix 4) has either been approved by the Town Clerk and Chamberlain under delegated authority or by this Committee.
11. The balances that are currently available in the Policy Initiatives Fund, Committee Contingency Fund, Committee's Project Reserve and COVID Contingency for 2022/23 are shown in the Table below. The balance shown for the Policy Initiative Fund of £701,000 has increased from the £264,356 previously reported as unspent allocations on a number of Projects have now been returned to the Pot.

Fund	2022/23 Opening Balance	2022/23 Approved Bids	2022/23 Balance Remaining after 2022/23 Approved Bids	2022/23 Pending Bids	2022/23 Balance Remaining after 2022/23 Pending Bids
	£	£	£	£	£
Policy Initiative Fund	2,409,892	(1,708,892)	701,000	0	701,000
Policy & Resources Contingency	604,354	(247,195)	357,159	0	357,159
Policy & Resources Project Reserve	343,000	0	343,000	0	343,000
COVID19 Contingency	727,496	(555,000)	172,496	0	172,496

12. 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.

	2022/23	2023/24	2024/25	2025/26
Balance remaining of Multiyear PIF allocation	£183,000	£218,000	£200,000	£550,000

13. Committee Members are asked to note Appendices 5, 6 and 7 which provide an update of progress/outcomes from spend resulting from the PIF (Appendix 5), Committee Contingency Fund (Appendix 6) and COVID19 Contingency (Appendix 7).

Corporate & Strategic Implications

14. Strategic implications – 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. 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.

16. Resource implications – None

17. Legal implications – None

18. Risk implications – None

19. Equalities implications – None

20. Climate implications – None

21. Security implications – None

Appendices

- Appendix 1 – PIF 2022/23 and Future Years
- Appendix 2 – P&R Contingency 2022/23 and Future Years
- Appendix 3 – P&R Project Reserve 2022/23
- Appendix 4 – COVID19 Contingency 2022/23
- Appendix 5 – PIF Progress/Outcomes
- Appendix 6 – P&R Contingency Progress/Outcomes
- Appendix 7 – COVID19 Contingency Progress/Outcomes

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Policy and Resources Committee - Policy Initiative Fund 2022/23 to 2025/26

Budget	2022/23	2023/24	2024/25	2025/26
Initial budget	£ 1,200,000	£ 1,200,000	£ 1,200,000	£ 1,200,000
Uncommitted balance brought forward from 2021/22	£ 137,307	£ -	£ -	£ -
Unspent balances deferred from 2021/22	£ 869,049	£ -	£ -	£ -
Unspent balances in 2021/22 returned to Fund	£ 203,536	£ -	£ -	£ -
	£ -	£ -	£ -	£ -
	£ -	£ -	£ -	£ -
Revised Budget	£ 2,409,892	£ 1,200,000	£ 1,200,000	£ 1,200,000

Date	Name	2022/23 Bid	2022/23 Actual	2023/24 Bid	2024/25 Bid	2025/26 Bid
22/02/18	Sponsorship of Wincott Awards	£ 4,000	£ 4,000			
07/06/18	City of London Corporation - Engagement with Strategy World Economic Forum (WEF)	£ 76,339	£ 54,450			
05/07/18	Events Partnership with The Strand Group, King's College London	£ 35,787	£ 22,000			
17/10/19	City Week 2020 Event Sponsorship	£ 25,000	£ 25,000			
20/02/20	Future.Now - Application for Funding	£ 4,000	£ 1,000			
20/02/20	Sports Engagement Events & Initiatives (Tokyo 2020 Games)	£ 30,236	£ 29,808			
11/06/20	British Foreign Policy Group (BFPG)	£ 17,000	£ -			
24/09/20	Commitment to UN Sustainable Development Goals	£ 1,100	£ 550			
21/01/21	Support for Innovate Finance	£ 100,000	£ 100,000	£ 150,000		
18/02/21	Commonwealth Enterprise and Investment Council: Renewal of Strategic Partnership	£ 20,000	£ 20,000			
08/04/21	Standing International Forum of Commercial Courts	£ 50,000	£ 50,000	£ 50,000		
06/05/21	Options to Promote Supplier Diversity	£ 17,000	£ 11,067			
08/07/21	Voluntary Carbon Markets	£ 4,806	£ 4,750			
08/07/21	Adoption of Competitiveness Strategy - Development of an 'Asset Under Management' Campaign	£ 70,000	£ 22,664			
16/11/21	Sports Engagement Update	£ 75,000	£ 41,356	£ -	£ -	
16/12/21	Impact Investment Institute Membership (III)	£ 87,000	£ -	£ 113,000	£ 100,000	
20/01/22	Summit on Impact Investing	£ 93,505	£ 93,505			
17/02/22	Franco-British Young Leaders' Programme - Gala Dinner 2022	£ 14,201	£ 14,201			
17/02/22	Support for Financial and Literacy Inclusion Campaign	£ 75,000	£ 75,000			
17/02/22	Commonwealth Games Baton Relay Celebrations	£ 70,000	£ 32,344			
05/05/22	Support for Integrity Council for the Voluntary Carbon Market (IC-VCM) & UK-VCM	£ 130,000	£ 133,858	£ 130,000	£ 200,000	
13/06/22	The Beckett Pageant For London	£ 10,918	£ 10,918			
Urgency	CFIT	£ 500,000	£ 323,404			
Urgency	Support for Task Force to delivery Code of Conduct for Environment, Social and Governance (ESG) Ratings Providers	£ 58,000	£ 17,430			
Urgency	Enhancing the impact of CoL's Overseas workstreams through a permanent presence	£ 60,000	£ 2,967			
Urgency	Crypto AM Summit & Awards	£ 50,000	£ 50,000			
15/12/22	Vision 2030 – laying the foundations for the success of UK Financial & Professional Services	£ 30,000	£ -			
23/02/23	Delivering the Residential Reset			£ 150,000		
23/02/23	City Week 2023 Event Sponsorship			£ 25,000		
23/02/23	Finalising CoL Overseas Presence			£ 65,000	£ 100,000	£ 50,000
	Total Allocations	£ 1,708,892	1,140,273	£ 683,000	£ 400,000	£ 50,000
	Balance Remaining	£ 701,000		£ 517,000	£ 800,000	£ 1,150,000

Bids for Committee's Approval: 23 March 2023

Total Balance if pending bids are approved

£ 701,000	£ 517,000	£ 800,000	£ 1,150,000
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	Multi Year PIF Bids	2022/23 Bid	2023/24 Bid	2024/25 Bid	2025/26 Bid
	Multi Year PIF Allocation	730,000	£ 726,000	£ 600,000	£ 600,000
24/09/20	Commitment to UN Sustainable Development Goals	£ 10,000			
21/01/21	Support for Innovate Finance	£ 250,000	£ 150,000		
18/02/21	Commonwealth Enterprise and Investment Council - Renewal of Strategic Partnership	£ 20,000			
08/04/21	Standing International Forum of Commercial Courts	£ 50,000	£ 50,000		
16/12/21	Impact Investment Institute Membership (III)	£ 87,000	£ 113,000	£ 100,000	
05/05/22	Support for Integrity Council for the Voluntary Carbon Market (IC-VCM) & UK-VCM	£ 130,000	£ 130,000	£ 200,000	
23/02/23	Finalising CoL Overseas Presence		£ 65,000	£ 100,000	£ 50,000
	Total Multi Year Allocations	£ 547,000	£ 508,000	£ 400,000	£ 50,000
	Multi Year PIF Allocation Balance	183,000	£ 218,000	£ 200,000	£ 550,000

Bids for Committee's Approval: 23 March 2023

Total Balance if pending bids are approved

£ 183,000	£ 218,000	£ 200,000	£ 550,000
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Policy and Resources Committee - Contingency 2022/23 to 2025/26

Budget	2022/23		2023/24	2024/25	2025/26
Initial Budget	£ 300,000		£ 300,000	£ 300,000	£ 300,000
Uncommitted balance brought forward from 2021/22	£ 210,719		£ -	£ -	£ -
Unspent balances deferred from 2021/22	£ 92,863		£ -	£ -	£ -
Unspent balances in 2021/22 returned to Fund	£ 772		£ -	£ -	£ -
Revised Budget	£ 604,354		£ 300,000	£ 300,000	£ 300,000

Date	Name	2022/23 Bid	2022/23 Actual	2023/24 Bid	2024/25 Bid	2025/26 Bid
08/05/14	City of London Scholarship - Anglo-Irish Literature	£ 19,850	£ -	£ -	£ -	£ -
20/02/20	Common Council Elections in March 2021 - funding a high-profile advertising campaign	£ 14,059	£ 2,980	£ -	£ -	£ -
10/12/20	Electoral Registration Campaign Manager	£ 22,219	£ 18,460	£ -	£ -	£ -
Urgency	Lord Mayor's Show Arrangements	£ 15,000	£ 15,000	£ 15,000	£ 15,000	£ -
14/10/21	Election Engagement Campaign	£ 15,037	£ 3,979	£ -	£ -	£ -
09/06/22	Civic Affairs	£ 60,000	£ 2,200	£ -	£ -	£ -
09/08/22	River Thames Reflections Flotilla	£ 15,000	£ 15,000	£ -	£ -	£ -
Urgency	Crossrail Art Programme – Liverpool Street Artworks and Close-Out Matters	£ 36,000	£ 21,000	£ -	£ -	£ -
Urgency	Survey of City Residents & Workers	£ 40,030	£ 40,030	£ -	£ -	£ -
23/02/23	Worker Engagement: The City Belonging Project	£ -	£ -	£ 70,000		
23/02/23	Introducing Electronic Voting	£ 10,000	£ -			
	Total Allocations	£ 247,195	£ 118,649	£ 85,000	£ 15,000	£ -
	Balance Remaining	£ 357,159		£ 215,000	£ 285,000	£ 300,000

Bids for Committee's Approval: **23 March 2023**

-	-	-	-	-
-	-	-	-	-
Total Balance if pending bids are approved	£ 357,159	£ 215,000	£ 285,000	£ 300,000

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Policy and Resources Committee Project Reserve: 2022/23

Budget	2022/23
Initial Budget	£ 450,000
Less: 2019/20 spend	-£ 30,000
Less: 2020/21 spend	-£ 66,422
Less: 2021/22 spend	-£ 10,578
Revised Budget	£ 343,000

Date	Name	2022/23 Bid	2022/23 Actual
		£ -	£ -
	Total Allocations	£ -	£ -
	Balance Remaining	£ 343,000	

Bids for Committee's Approval: **23 March 2023**

-	-
-	-
Total Balance if pending bids are approved	£ 343,000

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Policy & Resources Committee - COVID Contingency 2020/21 - 2022/23

Budget	2020/21	2021/22	2022/23
Initial Budget	£ 1,500,000		
Funding moved from Brexit funding - City Fund	£ 239,270		
Funding moved from Brexit Funding - City's Cash	£ 413,276		
Uncommitted funding carried forward from 2020/21 - City Fund		£ 85,000	
Uncommitted funding carried forward from 2020/21 - City's Cash		£ 394,546	
Additional Funds (Previously ringfenced for GSMD)		£ 600,000	
Funding transferred from PIF & Finance Contingency		£ 500,000	
Uncommitted funding carried forward from 2021/22 - City's Cash			£ 727,496
Revised Budget	£ 2,152,546	£ 1,579,546	£ 727,496

Date	Name	2020/21 Bids	2021/22 Bids	2022/23 Bids
03/04/20	SMTA Rates Bill	£ 67,000		
21/04/20	COLPAI - CCTV	£ 41,000		
17/04/20	Support the Mortality Management Group	£ 27,000		
24/04/20	Direct Access Server Replacement + Additional Server	£ 37,000		
06/05/20	PPE Purchasing	£ 4,000		
11/05/20	CoLP IT Resilience	£ 263,000		
28/05/20	Open Spaces PPE and HSE	£ 65,000		
09/06/20	Using Public Transport and Social Distancing - Face Coverings	£ 25,000		
24/06/20	CoL IT - Remote Working upgrades and expenses	£ 81,000		
09/07/20	City of London Academies Trust Funding Request for Summer Provision 2020/21	£ 70,000		
08/07/20	Everyone In - Rough Sleeping Response	£ 261,000		
27/07/20	Brakespear Mortuary	£ 32,000		
05/10/20	Public Health Communications Officer	£ 50,000		
19/11/20	Communications with Residents	£ 28,000		
10/12/20	Dedicated City Corporation News Hub on City AM	£ 45,000		
21/12/20	Dedicated strategic support on social care to the Chief Executive of Ealing	£ 9,000		
22/01/21	Letter drops to City residents	£ 24,000		
10/02/21	Public Health Communications Officer extended		£ 40,000	
18/03/21	Dedicated City Corporation News Hub on City AM		£ 45,000	
11/03/21	Recovery Promotional Campaign		£ 250,000	
19/03/21	Covering the cost of Hands-Face-Space COVID19 Campaign Materials	£ 13,000		
26/03/21	Contributions towards Pan London Mortality Wace 1 Costs	£ 16,000		
31/03/21	Mental Health & Well Being support to Academies	£ 320,000		
31/03/21	Laptops required for new starters and replacing broken devices	£ 195,000		
13/04/21	Temporary Communication sLead		£ 40,000	
13/04/21	Letter drops to Residents: May & June		£ 16,000	
08/06/21	Committee Meeting Live Streaming		£ 68,000	
01/07/21	Return to work costs		£ 14,000	
07/07/21	Mailing to city residents		£ 8,000	
05/08/21	Public Health Comms Officer		£ 40,000	
19/08/21	Phone licences		£ 6,000	
20/09/21	IT costs for home working		£ 38,000	
22/10/21	Culture Communications Officer		£ 40,000	
10/11/21	65a Basinghall use as a Covid Test Centre		£ 90,000	
16/12/21	City Matters Special Eedition - COVID Booster Campaign		£ 18,000	
16/12/21	Covid Test Centre and Pop-up Centres		£ 54,050	
20/01/22	City Fund - Leadenhall Market Covid-19		£ 85,000	£ 265,000
15/03/22	Public Health Communications Officer			£ 40,000
29/04/22	Square Mile Recovery Communications Officer			£ 80,000
01/08/22	Public Health Communications Officer			£ 80,000
18/08/22	Guildhall - 65a Basinghall use as a Covid Test Centre			£ 90,000
	Total Allocations	£ 1,673,000	£ 852,050	£ 555,000
	Non ringfenced balance (City's Cash)		£ 727,496	£ 172,496
	Non ringfenced balance (City Fund)		£ -	£ -
	Total Balance Remaining		£ 727,496	£ 172,496

Bids pending Town Clerks Approval: **23 March 2023****Total Balance if pending bids are approved****£ 727,496 £ 172,496**

Date	Name	2020/21 Bids	2021/22 Bids	2022/23 Bids
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Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
London Councils' London Summit	DIG	£16,000	£0	£16,000	This event did not take place in 2022. The unspent allocation has now been returned to the PIF.
Sponsorship of Wincott Foundation's 'Wincott Awards'	DOC	£4,000	£4,000	£0	The Wincott Foundation is a registered charity that seeks to contribute to a better understanding of economic issues, principally by supporting and encouraging high quality economic, financial and business journalism in the UK and internationally. The allocation was to support a lunch event, which took place in May 2022. The awards (and lunch) are for financial, business, and economic journalism.
City of London Corporation - Engagement with Strategy World Economic Forum (WEF)	DIG	£76,339	£54,450	£21,889	<p>Lord Mayor and Policy Chair both attended WEF Annual Meeting Davos, May 2022 with a reduced programme. The Lord Mayor Elect hosted a small dinner for WEF President Borge Brende in June 2022.</p> <p>Lord Mayor and Policy Chair had ambitious three-day parallel programmes at the WEF Annual Meeting Davos, January 2023, with the objective of driving our FPS messages, and gathering global feedback on the City's competitiveness. The Corporation partnered on two high-profile events:</p> <ul style="list-style-type: none"> • co-hosting an officially listed WEF Affiliate session with EY: 'Supercharging purpose driven data', for ESG investing (the first time we have supported an event on the formal Davos agenda); • a Business Breakfast panel discussion with the CBI and KPMG: 'The UK economy, Sustainable Growth and Attracting International Investment'. <p>WEF President Borge Brende, awarded honorary City Freedom, February 2023. The Regulatory Affairs and Policy team are engaging with WEF to agree partnership and alignment for the Net Zero Delivery Summit, May 2023 as well as potential policy workstream.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
					We request any remaining balance be carried forward for ongoing engagement. There will be an application in the summer to P&R Committee for a further three-year WEF engagement funded by PIF.
Events Partnership with the Strand Group, Kings College London	DOC	£35,787	£22,000	£13,787	This project was delayed due to the pandemic but £15,000 was spent in November 2022 to support an event in Edinburgh with Lord McPherson. It was a successful event, with approximately 100 attendees across the political, government, business and academic ecosystem attending. A further event with the Strand Group will take place over 2023 and is currently being scoped out – we therefore ask that the unspent balance be carried forward into 2023/24.
City Week 2020 Events Sponsorship	DIG	£25,000	£25,000	£0	The Event took place at the Guildhall over three days: 25th-27th April 2022, with each day addressing a different theme: Climate Change; Future of Financial Regulation; and FinTech. Over 500 guests attended; the Lord Mayor and Policy Chair both spoke at the event.
Future.now	TC	£17,000	£1,000	£16,000	CoLC event space was provided to Future.Now for four events, the last of which, Accelerate 2023 is scheduled to take place on 10 March 2023. Future.Now brings together industry leaders, L&D professionals, and digital skills advocates to collaborate on how to ensure all working age adults have the digital skills they need to prosper today and prepare for the future. This benefits CoLC’s Digital Skills Strategy 2018-23 outcomes. The Accelerate 2023 event will launch the latest Lloyds Bank/Future.Now report on the levels of essential digital skills for work across the UK’s labour force and reveal new data on the digital skills gap. Forecast total spend is now £4,000. Remaining funding of £13,000 has been returned to PIF.

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
Sports Engagement Events & Initiatives (previously Tokyo 2020 Games)	DOC	£30,236	£29,808	£428	<p>Funds used to sponsor a major athletics event at Hampstead Heath, as well as engagement around the Women’s Euro Football Championships and the Commonwealth Games in Birmingham. This included an event held at Guildhall alongside UEFA prior to the final of the Women’s Euros.</p> <p>For the Commonwealth Games, a City of London delegation visited Birmingham and supported an event hosted by the Department for International Trade.</p>
British Foreign Policy Group (BFPG)	REM	£17,000	£0	£17,000	<p>The Corporation continues to support the work of the British Foreign Policy Group, which aims to strengthen and coordinate the contribution of institutions such as the City Corporation to the UK’s soft power.</p> <p>An invoice for Membership fees will be received shortly and the remaining £14,000 balance will be used for a Soft Power Networking event in association with BFPG.</p>
Commitment to UN Sustainable Development Goals:	TC	£29,450	£550	£28,900	<p>Funding was secured for the CoLC’s annual membership of the UN Global Compact for 3 years (2021, 2022, and 2023). Membership was expected to cost £10,000 per year, but in fact it costs £550 per year.</p> <p>Our renewal date for the 2023 year is 19th March and it is expected that the invoice for payment will be received shortly. This will bring the total spend under this PIF allocation to £1,100. The remaining allocation (£28,350) has now been returned to PIF for use on other priorities.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
Support for Innovate Finance	DIG	£100,000	£100,000	£0	<p>We continue to work with Innovate Finance on the Growth Capital Initiative as part of the Lord Mayor’s Financing Our Future priorities. In January 2023 we launched the expanded Innovate Finance Landscape Report, with a panel breakfast event at the Guildhall. Deputy Gupta and Alderman Levene both spoke alongside Innovate Finance. At the end of March 2023, we will launch a report, co-authored with EY, which focusses on channelling more private sector funds into high growth sectors such as Financial and Professional and Services (FPS) Technology.</p> <p>After the success of the 1st roundtable in January 2023, the Lord Mayor and Innovate Finance will jointly host a further roundtable in April 2023, with future roundtables pencilled in for later in the Spring and in the Autumn 2023.</p>
Investment Support Membership	DIG	£367,000	£0	£367,000	The Investment Support Membership package was not implemented; these funds can be returned to the PIF.
Renewal of CWEIC’s Strategic Partnership	REM	£20,000	£20,000	£0	The funding has allowed the City Corporation to maintain its status as a Strategic Partner of CWEIC. Through this partnership, the City Corporation has joined with CWEIC for events such as the High Commissioners’ Banquet and webinars (held virtually during Covid restrictions). The remaining balance is to cover CWEIC’s accommodation costs at Guildhall.
Standing International Forum of Commercial Courts	REM	£50,000	£50,000	£0	<p>The funding helped support the City Corporation’s work on the rule of law, and the UK Legal Sector.</p> <p>The Standing International Forum of Commercial Courts (SIFoCC) is a judicial initiative to support the rule of law and promote UK legal</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
					<p>services. The assistance given by the City Corporation helps to support SIFoCC's secretariat based at the Rolls Building in the City of London.</p>
Options to Promote Supplier Diversity	COO	£17,000	£11,067	£5,933	<p>Along with Westminster City Council and the Metropolitan Police, the City hosted an event in November 2022 at the Small Business Research and Enterprise Centre for ethnic minority businesses (EMBs) in London. The event focused on four major categories with opportunities from the three buying organisations. It was attended by 50 EMBs as well as the new Policy Lead for SMEs and City Corporation officers. The Commercial Service is tracking the outcomes of the event which have included:</p> <ul style="list-style-type: none"> • innovation in how we procure for electronic charge points with potential to save the City over £800k and bring in a share of the profit, • supplier registration on our eTendering portal • three invitations to tendered opportunities <p>We've received positive feedback from the MSDUK and the EMBs who attended which included: hearing pitches from other EMBs and see what they are lacking or need to improve, a better understanding of what the public sector is looking for and the opportunity to speak business-to-business (B2B).</p> <p>Due to the success, the Commercial Service plans to host another event later this year.</p> <p>We ask that the remaining budget is carried over to 2023/24. This will be used to continue promotion of the supplier diversity commitment through meet the buyer and other engagement events while supplier diversity continues to embed. The Commercial Service is reviewing the benefits and outcomes from the past two years and will bring a paper</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
					forward to P&R Committee with that review if further funding needs to be requested.
Sponsoring a Global Governance Body for Voluntary Carbon Markets	DIG	£4,806	£4,750	£56	The outcome was that the bid was successful. The City of London was selected as a founding sponsor of the IC-VCM. A promotional video for the launch of the ICVCM’s CCP consultation was also produced. The remaining balance will be returned.
Adoption of Competitiveness Strategy – ‘Assets Under Management’ Campaign	DIG	£70,000	£22,664	£47,336	<p>Delivered LM visits to New York, Australia and the Gulf, all with a Global Investment Futures focus. The Australia visit included a strong presence at the Association of Super Funds Australia conference in collaboration with Department for Business and Trade (DBT). Steering Board sub-groups piloted with Australia and the USA to fully harness the expertise and industry knowledge of the campaign Steering Board. Continued collaboration with post in-market to engage and support target firms. Project successes are beginning to emerge including international Asset Managers opening offices in the UK and UK firms winning international mandates from international Asset Owners.</p> <p>Working towards the Global Investment Management Summit on 28th-29th March 2023 with over 150 attendees now confirmed from across target markets, including a USA delegation of Asset Owners led by DBT in New York. Also supporting a DBT led delegation of UK Asset Managers to Japan in mid-March 2023. It is proposed that the remaining balance to be used in 2023/24 and our prudent approach has enabled us to deploy this bid over years 1-3 of the campaign.</p>
Sports Engagement Update	DOC	£75,000	£41,356	£33,644	Funds yet to be allocated, though anticipated the full amount will be needed for the delivery of the new Sport Engagement Strategy being developed. We ask that the unspent balance be carried over into 2023/24.

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
Impact Investment Institute Membership (III)	DIG	£87,000	£0	£87,000	<p>P&R Committee agreed funding package for III of £200k p.a. in FY 2022/23 and 2023/24. The 2022/23 payment was made in full. We request the remaining balance is carried forward as part of the 2023/24 payment.</p> <p>III served as an effective knowledge partner for the CoLC ‘Finance for Impact’ Summit in July 2022, a centrepiece of this LM’s Mayoralty. There they launched their ‘Just Transition Finance Challenge’ – an initiative aimed at mobilising more capital into projects that align with positive environmental and social metrics.</p> <p>A focus on the Just Transition aligns with the emphasis of the Egyptian COP27 Presidency – III’s work, and CoLC’s support of it, has helped position us for effective engagement in Sharm El Sheikh and beyond.</p>
Summit on Impact Investing	DIG	£100,000	£93,505	£6,495	<p>The Finance for Impact Summit took place on 18th July 2022 at Mansion House, in front of up to 200 physical guests throughout the day, and 1,079 unique views.</p> <p>Two key announcements made at the Summit by our delivery partners, which will serve to further establish the UK as a leader in sustainable finance: a Just Transition Finance Challenge (Impact Investing Institute), and a set of recommendations for scaling impact finance (KPMG). CoLC is now working with KPMG to take forward the recommendations they outlined at the Summit.</p> <p>The remaining balance has now been returned to the PIF.</p>
Franco-British Young Leaders’ Programme – Gala Dinner 2022	DOC	£20,000	£14,201	£5,799	<p>Funds used to hold the Franco-British Young Leaders’ Programme Gala Dinner in June 2022. The event was well-attended, and the event focused on how a healthy Anglo-French, and indeed UK-EU</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
					relationship is key for us in the City, not just for the financial, insurance, and professional services sector, but also for the wider economy. The unspent balance has now been returned to the PIF.
Support for Financial and Literacy Inclusion Campaign	DOC	£75,000	£75,000	£0	The campaign hired two education specialists and spent time developing the content for a whole school curriculum in financial literacy in 2022. With the agreement and input of CoLAT, the curriculum started being piloted in PSHE lessons at an academy in Central London from 20th February 2023 and will be delivered through the end of the school year. The data from the pilot will be used to shape a nationwide programme.
Commonwealth Games Baton Relay Celebrations	DOC	£70,000	£32,344	£37,656	<p>Funds used for event to celebrate the Commonwealth Games Queens Baton Relay in Paternoster Square, including hospitality, street performers and facilities for basketball and table tennis. The event took place in June 2022 and was attended by a number of local residents and visitors. It also gained widespread media coverage and provided a great backdrop for a number of sport activities.</p> <p>It was agreed by P&R Committee on 4th November 2022 that the unspent allocation can be repurposed for other sport related initiatives and events in 2023.</p>
Support for Integrity Council for the Voluntary Carbon Market (IC-VCM) & UK-VCM	DIG	£130,000	£133,858	£3,858	<p>The market mapping report and legal research have both been completed successfully. Funds have been provided to the Integrity Council for the Voluntary Carbon Market for office space.</p> <p>We request the remaining balance is carried forward and propose it will be used for a piece of legal analysis looking at the legal framework for carbon credits in the UK, to be delivered in 2023/24.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
The Beckett Pageant For London	DIG	£10,918	£10,918	£0	<p>The Pageant took place in Guildhall Yard on Friday 17th and Saturday 18th June 2022. This PIF funding was to underwrite costs. The PIF award enabled underwriting costs, and for the organisers to grant free tickets to the shows so to not look empty. A total of 859 tickets were "sold" of which 57 were given free; total capacity was 2,164.</p> <p>Provision of the funds was subject to the Pageant providing their final, independently examined accounts, and documenting evidence of the distribution of free tickets.</p> <p>All information has been received with the final sum having now been paid. The remaining balance of £14,082 was returned to the PIF.</p>
CFIT	DIG	£500,000	£323,404	£176,596	<p>CFIT has appointed Charlotte Crosswell as its Chair and Ezechi Britton as it's CEO. Charlotte is now in role and Ezechi will start in April 2023.</p> <p>CFIT was incorporated on 27th January 2023 and formally launched on 28th February 2023 in Leeds, followed by a London drinks reception on 2nd March 2023.</p> <p>CFIT will continue to operationalise over the next few months in readiness to launch its first coalition in April 2023. We request the remaining balance is carried over so that IG continues supporting CFIT during start-up phase.</p>
Support for Task Force to deliver Code of Conduct for Environment, Social and Governance (ESG) Ratings Providers	DIG	£58,000	£17,430	£40,570	<p>The ESG Data and Ratings Working Group (DRWG) which has been mandated by the FCA to develop a voluntary Code of Conduct for ESG data and rating providers, had its first three meetings on 8th December 2022, 16th January 2023 and 21st February 2023 and is working towards June 2023 deadline for a draft Code of Conduct to be out for consultation.</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
					<p>The DRWG will engage with a broader range of stakeholders in the next 6 months by holding roundtables and inviting them to subgroup meetings. Terms and Reference and Public minutes can be found here.</p> <p>A Policy Adviser who supports the DRSB work has started in November 2022 and provides full time secretariat support to the DRWG. To date, £17,430 has been spent on staffing.</p> <p>We request the remaining balance is carried over for a combination of salary and £10k to support the design of the code of conduct, a marketing campaign and launch event.</p>
Enhancing the impact of CoL's Overseas Workstreams through a permanent presence	DIG	£60,000	£2,967	£57,033	<p>CoL is exploring how to enhance the impact of its FPS work in the US across the full spectrum of our activities. This is part being done through meetings in the US.</p> <p>Following P&R Committee's approval for IG to proceed with establishing US presence, we request that any remaining balance is carried over for activities to support the start-up phase.</p>
Crypto AM Summit & Awards	TC	£50,000	£50,000	£0	<p>The Summit proved to be highly successful. Delegates had the opportunity to attend high-level presentations and engaging panel debates. The sessions explored artificial intelligence, blockchain, quantum frontiers, metaverse, professional advisory and regulation, Venture Capital's, incubators and start-ups. This fulfilled some of the City's key objectives of supporting a thriving economy and shaping outstanding environments as per the corporate plan.</p> <p>We gained a significant amount of coverage across all of City AM's channels including print, digital, social and video. This included our</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
					<p>logo on all promotional investment leading up to the event, a guaranteed speaker slot and 2 full page adverts.</p> <p>We also gained the naming rights to support an individual award at this year's event.</p>
Vision 2030-laying the foundations for the success of UK Financial & Professional Services	DIG	£30,000	£0	£30,000	Chapter leads have been appointed, and Oliver Wyman has been procured for project support. Currently procurement for the communications agency is being completed, with appointment expected shortly. We request that the remaining balance is carried over to fund the planned work.

Key Responsible Officer:

DIG Director of Innovation & Growth

DOC Director of Communications

CHB Chamberlain

TC Town Clerk

COO Chief Operating Officer

REM Remembrancers

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Policy and Resources Contingency Fund Progress: 2022-23

Appendix 6

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
City of London Scholarship - Anglo-Irish Literature	TC	£19,850	£0	£19,850	Consideration is being given to using the remainder of this funding to sponsor an award for Anglo-Irish Literature.
Common Council Elections in March 2021	TC	£14,059	£2,980	£11,079	This fund is being used to promote continued electoral registration and engagement in City elections, including in forthcoming by-elections. The 2023-24 Ward List resulted in the highest voter registration in 8 years. We request for the unspent balance to be carried forward into 2023/24.
Election Engagement Campaign	TC	£15,037	£3,979	£11,058	This fund is being used to promote continued electoral registration and engagement in City elections, including in forthcoming by-elections. The 2023-24 Ward List resulted in the highest voter registration in 8 years. We request for the unspent balance to be carried forward into 2023/24.
Electoral Registration Campaign Manager	TC	£22,219	£18,460	£3,759	This fund is being used to promote continued electoral registration and engagement in City elections, including in forthcoming by-elections. The 2023-24 Ward List resulted in the highest voter registration in 8 years. We request for the unspent balance to be carried forward into 2023/24.
Lord Mayor's Show Arrangements	TC	£15,000	£15,000	£0	The £15k for Lord Mayor's show arrangements relates to the next payment due for the purchase of the IPR (Intellectual Property rights) in respect of the Lord Mayor's Show. Payment was made in January 2023.
Civic Affairs	TC	£60,000	£2,200	£57,800	This funding was required to allow for progression of several projects within Civic Affairs Sub-Committee's remit. Balance to be carried forward for continued work in the next financial year.

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
River Thames Reflections Flotilla	REM	£15,000	£15,000	£0	<p>The procession took place on 24th September 2022 and photos and video can be seen on the Thames Festival Trust website.</p> <p>The event involved 150 illuminated vessels making their way along the Thames at night to mark the passing of Queen Elizabeth II and the accession of King Charles III.</p> <p>The event was extremely successful with the Gloriana row barge taking part, and hundreds of spectators watching from the bridges and banks of the Thames as the flotilla passed through the City.</p> <p>The fund contributed to an event promoting the City’s cultural, creative, and collaborative strengths both nationally and globally.</p>
Crossrail Art Programme – Liverpool Street Artworks and Close-Out Matters	TC	£36,000	£21,000	£15,000	<p>This funding was allocated for two workstreams. Firstly, seven plaques, which display artwork information and acknowledge sponsors, needed to be replaced as they contained an incorrect version of the Corporation’s logo. The new, corrected plaques have now been installed at Paddington, Whitechapel, Tottenham Court Road, Farringdon and Canary Wharf stations.</p> <p>The second workstream involves creating a pamphlet which would promote the Art Programme and the artworks, and recognise the sponsors across the Elizabeth line. This work is to be delivered in partnership with Transport for London and is still underway, with a view to being completed in autumn 2023.</p>
Survey of City Workers and Residents	DOC	£60,000	£40,030	£19,970	<p>The Survey of City Residents and Workers was completed successfully by DJS Research between October and December 2022. The results were broadly positive. They provide a valuable and timely insight into satisfaction levels with the services we provide and perceptions of the</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
					<p>City of London and the City Corporation, amongst residents and workers.</p> <p>They will also be used as a baseline on which to measure future performance. A summary of the results, along with a detailed report compiled by DJS Research, was provided to the Communications and Corporate Affairs Sub Committee on 14 February 2023 and to Policy and Resources Committee on 23 February 2023. A Member briefing session will be organised in due course. The results will also be shared with Chief Officers for them to consider the findings and what they mean for their service areas. The unspent allocation has now been returned to the Contingency Fund.</p>

Key Responsible Officer:

DIG Director of Innovation & Growth

DOC Director of Communications

TC Town Clerks

CS City Surveyor

REM Remembrancers

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Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
City Fund – Leadenhall Market Covid-19	CS	£265,000	£232,895	£32,105	<p>The COVID-19 contingency allocation has been committed to white-boxing (refurbishing) retail units in Leadenhall Market. 4 Units have been white-boxed so far, with a further 5 under consideration.</p> <p>The white-boxing is key for marketing the property to prospective occupiers in a difficult property market with high levels of competition.</p> <p>We have received 4 offers on these units so far which are in the approval process before going into Legals.</p> <p>The white-boxing of the remaining units, funded by this allocation, is equally important in terms of attracting the best tenants resulting in long term occupation and income for the asset.</p> <p>In the interim, the white-boxing has already provided quality space for events. This has translated into surplus revenue whilst we market the units for long-term income. The events also act as marketing for the asset attracting footfall and other prospective occupiers.</p>
Public Health Communications Officer	TC	£40,000	£40,000	£0	<p>Role was funded until September 2022. Officer led on delivering corporate communications on COVID-19 public health. Role supports City Corporation’s legal obligations under the Civil Contingencies Act.</p>
Recovery Promotional Campaign	DIG	£22,078	£14,015	£8,063	<p>An end of campaign report was presented to P&R Committee on 4 October 2022.</p> <p>The campaign launched on 11 October 2021 and concluded on 29 April 2022. Further PR and influencer activity ran over May. It was delivered against a challenging timeline that included a second lockdown, tube strikes and severe storms. As such, it was paused from 9 December</p>

Report Name	Responsible Officer	Allocation	Spend	Balance	Progress/Outcomes from Bid
					<p>2021 to 20 February 2022 when restrictions were reintroduced. This ensured the campaign ran when it could have most impact.</p> <p>Key learnings of the Square Smile work include the identification of target times and markets on which future activity may focus. This helps inform and support Destination City work going forward. The remaining balance will be return to the PIF.</p>
Square Mile Recovery Communications Officer	TC	£80,000	£60,915	£19,085	Officer in post and delivering corporate communications on the City of London’s recovery from the pandemic with a focus on Destination City.
Public Health Communications Officer	TC	£80,000	£4,542	£75,458	Officer now in post and delivering the corporate Winter Public Health Operational Communications Plan and several other public health comms campaigns. The focus is on public health recovery from the pandemic. This role supports the City Corporation’s legal obligations under the Civil Contingencies Act.
Guildhall 65a Basinghall use as a covid test centre	CS	£90,000	£90,000	£0	<p>Public Health England on behalf of the Department of Health and Social Care (DHSC) highlighted the huge benefit to the City this test centre had made to the community as a whole.</p> <p>As a result, they recommended that the site was closed (March 2022) but mothballed and retained for a period of time as a covid contingency, in the event it is required to be re-opened as a covid testing. As there has been no further requirement and call, this matter is now concluded.</p>

Key Responsible Officer:

TC Town Clerk

CS City Surveyor

DIG Director of Innovation and Growth

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