



Policy and Resources Committee

Date: THURSDAY, 6 JUNE 2024
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Deputy Christopher Hayward (Chairman)	Deputy Shravan Joshi MBE
Deputy Keith Bottomley (Deputy Chairman)	Alderman Vincent Keaveny, CBE
Tijs Broeke (Vice-Chair)	Alderman Alastair King DL
Caroline Haines (Vice-Chair)	The Rt. Hon. The Lord Mayor Ald. Michael Mainelli (Ex-Officio Member)
Munsur Ali	Deputy Paul Martinelli
Deputy Randall Anderson (Ex-Officio Member)	Deputy Andrien Meyers
Deputy Henry Colthurst (Ex-Officio Member)	Deputy Brian Mooney BEM
Deputy Peter Dunphy	Deputy Alastair Moss
Mary Durcan (Ex-Officio Member)	Benjamin Murphy
Helen Fentimen OBE JP	Alderman Sir William Russell
Steve Goodman OBE	Deputy Sir Michael Snyder
Jason Groves	Deputy James Thomson
Alderman Timothy Hailes JP	James Tumbridge
Jaspreet Hodgson	Philip Woodhouse
Deputy Ann Holmes	

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

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Ian Thomas CBE
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 on 9 May 2024 (Pages 7 - 18)
- b) * To note the draft public minutes of the Civic Affairs Sub-Committee meeting on 22 April 2024
- c) * To note the public minutes of the Capital Buildings Board meeting on 24 April 2024
- d) * To note the draft public minutes of the Communications and Corporate Affairs Sub Committee meeting on 24 April 2024

4. POLICY AND RESOURCES COMMITTEE APPOINTMENTS

Town Clerk to be heard.

- a) Member Development and Standards Sub-Committee
- b) Barbican Centre Board

5. CITY CORPORATION'S COAT OF ARMS - APPLICATIONS PAUSE

Report of the Town Clerk.

For Decision
(Pages 19 - 22)

6. POLICY AND RESOURCES CONTINGENCY/DISCRETIONARY FUNDS

Report of the Chamberlain.

For Decision
(Pages 23 - 30)

7. **RESPONSIBLE PROCUREMENT IMPACT REPORT FY23-24**

Report of the Chamberlain (To be read in conjunction with a non-public appendix at item 18).

For Decision
(Pages 31 - 38)

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

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

10. **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

11. **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 on 9 May 2024 (Pages 39 - 42)
- b) * To note the draft non-public minutes of the Civic Affairs Sub-Committee meeting on 22 April 2024
- c) * To note the non-public minutes of the Capital Buildings Board meeting on 24 April 2024
- d) * To note the draft non-public minutes of the Communications and Corporate Affairs Sub Committee meeting on 24 April 2024

12. **ENHANCED SUICIDE PREVENTION INITIATIVE**

Report of the Executive Director Environment.

For Decision
(Pages 43 - 84)

13. **CITY FUND - LONDON WALL WEST DEVELOPMENT - DEVELOPMENT AGREEMENT, ACQUISITION OF FERRONERS' HOUSE AND LAND TRANSFER WITH IRONMONGERS COMPANY**

Report of the City Surveyor.

For Decision
(Pages 85 - 108)

14. **TRANSITION FINANCE COUNCIL**

Report of the Executive Director of Innovation and Growth.

For Decision
(Pages 109 - 116)

15. **GUILDHALL SCHOOL OF MUSIC AND DRAMA REQUIREMENT FOR EXTRA WORKSPACE - NORTH WING, GUILDHALL**

Joint report of the City Surveyor and Principal of Guildhall School of Music and Drama.

For Decision
(Pages 117 - 124)

16. **WARD ELECTIONS - NOMINATION PAPER CHECKS**

Report of the Comptroller and City Solicitor and Deputy Chief Executive.

For Discussion
(Pages 125 - 138)

17. **LOCAL GOVERNMENT PENSIONS SCHEME - CASUAL WORKERS**

Report of the Chief People Officer.

For Discussion
(Pages 139 - 148)

18. **RESPONSIBLE PROCUREMENT IMPACT REPORT FY23-24**

Report of the Chamberlain (Non-public appendix to be read in conjunction with item 7)

For Decision
(Pages 149 - 164)

19. *** DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

For Information

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

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

22. **MINUTES**

To consider confidential minutes of meetings as follows:-

- a) To agree the confidential minutes of the Policy and Resources Committee meeting on 9 May 2024
- b) To note the draft confidential minutes of the Freedom Applications Sub-Committee meeting on 11 April 2024

24. **CITY'S WHOLESALE MARKETS CO-LOCATION PROGRAMME OVERVIEW OF EXTERNAL CONSULTANTS' INTENSIFICATION AND DELIVERY REVIEW**

Report of the Comptroller and City Solicitor, Deputy Chief Executive.

For Decision

POLICY AND RESOURCES COMMITTEE

Thursday, 9 May 2024

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 9 May 2024 at 1.45 pm

Present

Members:

Deputy Christopher Hayward (Chairman)
Deputy Keith Bottomley (Deputy Chairman)
Tijs Broeke (Vice-Chair)
Caroline Haines (Vice-Chair)
Munsur Ali
Deputy Randall Anderson (Ex-Officio Member)
Deputy Henry Colthurst (Ex-Officio Member)
Deputy Peter Dunphy
Mary Durcan (Ex-Officio Member)
Helen Fentimen OBE JP
Steve Goodman OBE
Jason Groves
Alderman Timothy Hailes JP
Jaspreet Hodgson
Deputy Shravan Joshi MBE
Alderman Alastair King DL
Alderman Vincent Keaveny, CBE
Deputy Paul Martinelli
Deputy Andrien Meyers
Deputy Alastair Moss
Benjamin Murphy
Alderman Sir William Russell
Deputy Sir Michael Snyder
Deputy James Thomson
James Tumbridge

In attendance (In Guildhall)

Paul Singh
Deputy Marianne Fredericks
Catherine McGuinness
Deputy Henry Pollard

In attendance (Observing Online)

Deputy Madush Gupta
Deputy Elizabeth King

Officers:

Ian Thomas CBE - Town Clerk & Chief Executive
Gregory Moore - Deputy Town Clerk

Jen Beckerman	- Executive Director and Private Secretary to the Chairman of Policy and Resources Committee
Polly Dunn	- Assistant Town Clerk and Executive Director, Governance and Member Services
Benjamin Dixon	- Town Clerk's Department
David Mendoza Wolfson	- Town Clerk's Department
Chris Rumbles	- Town Clerk's Department
Emily Slatter	- Town Clerk's Department
Caroline Al-Beyerty	- Chamberlain
Phil Black	- Chamberlain's Department
Sonia Virdee	- Chamberlain's Department
Michael Cogher	- Comptroller and City Solicitor, Deputy Chief Executive
Dionne Corradine	- Chief Strategy Officer
Judith Finlay	- Director of Community and Children's Services
Deborah Bell	- Community and Children's Services Department
Alison Littlewood	- Chief People Officer
Cindy Vallance	- People and HR Department
Damian Nussbaum	- Director of Innovation & Growth
Daniel O'Bryne	- Innovation and Growth
Bob Roberts	- Executive Director, Environment
Depali Bhakti	- Environment Department
Alex Leader	- Environment Department
Emily Tofield	- Executive Director of Corporate Communications and External Affairs
Paul Wilkinson	- City Surveyor
James Murray	- City Surveyor's Department
Peter Young	- City Surveyor's Department
Paul Wright	- Remembrancer

With Alderman Sir William Russell in the Chair.

1. APOLOGIES

Apologies were received from The Rt Hon the Lord Mayor, Michael Mainelli, Deputy Brian Mooney, Philip Woodhouse and Deputy Ann Holmes.

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

There were no declarations.

3. ORDER OF THE COURT OF COMMON COUNCIL

The Committee received an Order of the Court of Common Council dated 25th April, appointing the Committee and setting its terms of reference for the ensuing year.

RECEIVED

4. **ELECTION OF CHAIR**

The Committee proceeded to elect a Chair in accordance with Standing Order No 29.

Deputy Christopher Hayward, being the only Member expressing their willingness to serve, was duly elected Chairman for the ensuing year.

The Chairman took the opportunity to thank Members for their continued support in re-electing him, he welcomed new Members to the Committee and also conveyed his thanks to those Members that had not returned for the valued contribution they had made to the work of the Committee.

5. **ELECTION OF DEPUTY CHAIR**

The Committee proceeded to elect a Deputy Chair in accordance with Standing Order No. 30.

Deputy Keith Bottomley, being the only Member expressing their willingness to serve, was duly elected Deputy Chairman for the ensuing year.

6. **ELECTION OF VICE CHAIRS**

The Committee proceeded to elect its two Vice Chairs in accordance with Standing Order No. 30.

Tijs Broeke and Caroline Haines, being the only Members indicating their willingness to serve, were duly elected for the ensuing year.

7. **MINUTES**

- a) The public minutes of the Policy and Resources Committee meeting on 11 April 2024 were approved as an accurate record.
- b) The public minutes of the Capital Buildings Board meeting on 8 February 2024 were noted.
- c) The draft public minutes of the Member Development Standards Sub-Committee meeting on 8 March 2024 were noted.
- d) The public minutes of the Capital Buildings Board meeting on 14 March 2024 were noted.
- e) The draft public minutes of the Equality Diversity and Inclusion Sub-Committee meeting on 21 March 2024 were noted.

8. **POLICY AND RESOURCES COMMITTEE APPOINTMENTS**

- a) **Appointments To Sub-Committees, Boards and Representatives on other Committees**

The Committee considered a report of the Town Clerk relating to the appointment, composition and terms of reference of Policy and Resources Committee's Sub-Committees, together with the appointment of its representatives on other City Corporation Committees.

The Town Clerk confirmed that in the interests of efficiency, the Chairman had proposed approving the various terms of reference, which set out the composition and responsibilities of the Sub-Committees as drafted and presented in appendices A-H, noting that the composition of Resource Allocation Sub-Committee was determined by the Court of Common Council.

RESOLVED: That Members agreed the terms of reference, as detailed in appendices A-H.

The Town Clerk handed over to the Chairman, who in accordance with Standing Order 27, confirmed his nominees for the various Chairs and Deputy Chairs of Sub-Committees.

Resource Allocation Sub-Committee – As per the composition of Resource Allocation Sub-Committee, as directed by the Court, Members noted that it was the Chairman of Policy's role to act as Chairman and the specified role of the Chairman of Finance Committee to act as its Deputy Chairman.

Communications and Corporate Affairs Sub-Committee

Chair – Jason Groves

Deputy Chair– Deputy Christopher Hayward

Civic Affairs Sub-Committee

Chair - Deputy Keith Bottomley

Deputy Chair – Deputy Peter Dunphy (Chief Commoner)

Member Development and Standards Sub-Committee

Chair - Deputy Peter Dunphy (Chief Commoner)

Deputy Chair – Helen Fentimen

Capital Buildings Board

Chairman – Sir Michael Snyder, Deputy

Deputy Chairman – Oliver Sells K.C.

A Member raised a point of order and asked the Chairman to consider how advisable it was for him to make this nomination given his pecuniary interest in certain items to be considered by the Board. The Member raised a question regarding a time limit for Chairs of Committees and Sub-Committees in accordance with Standing Orders. The Member added how he did not consider it appropriate for the Chairman to make the appointment, with it being further suggested that it required a dispensation in accordance with the Members' Code of Conduct for him to do so.

The Chairman responded confirming that he believed he was acting entirely constitutionally and that he had been so advised by officers prior to the meeting.

The Chairman stressed that all his pecuniary and non-pecuniary interests were fully disclosed in accordance with agreed procedures, further confirming that he had never partaken in any debates or discussions in relation to an area in which he may have a conflict of interest.

The Town Clerk confirmed that the Chairman's pecuniary interests were such that a dispensation was not required when appointing to Sub-Committees. It was further clarified that Standing Order 29 dictated term limits for Chairs of Grand Committees only. There was no limit to the length of time an individual can serve as Chair of a Sub-Committee.

The Member challenged the Town Clerk's interpretation of Standing Orders, with the Chairman responding confirming the Town Clerk had given their interpretation of Standing Orders and a ruling and with the Members point of order having been ruled out as a result. The Chairman reiterated his previous comment that he had acted entirely constitutionally and within the agreed governance framework at all times; with his position having been vindicated by advice of the Town Clerk.

Freedom Applications Sub-Committee

Chair – Alderman Sir William Russell

Deputy Chairman – Deputy Shravan Joshi

Equality, Diversity and Inclusion Sub-Committee

Chair – Deputy Andrien Meyers

Deputy Chair – Dr Joanna Abeyie

At this point, the Chairman sought Members agreement to his nominations as detailed. Deputy Paul Martinelli put on record his objection in relation to the appointment of the Chairman of Capital Buildings Board.

RESOLVED: That Members approved the Chairman's nominations for the positions of Chair and Deputy Chair of the various Sub-Committees as detailed.

At this point in the meeting, the Town Clerk confirmed the intention to move to the remaining appointments, with ballots to be conducted in the room as required.

Noting the appointments already agreed through the appointment of a Chair and Deputy Chair of the various Sub-Committees, the following Members were duly appointed.

Resource Allocation Sub-Committee

The following Members were duly appointed:

- Helen Fentimen
- Jason Groves
- Alderman Tim Hailes
- Deputy Shravan Joshi
- Alderman Vincent Keaveny
- Deputy Andrien Meyers
- Deputy James Thomson

Communications and Corporate Affairs Sub-Committee

The following Members were duly appointed:

- Deputy Peter Dunphy, Chief Commoner
- Helen Fentimen
- Deputy Shравan Joshi
- Deputy James Thomson

Civic Affairs Sub-Committee

- Tijs Broeke
- Jaspreet Hodgson
- Deputy Shравan Joshi
- Deputy Andrien Meyers

Member Development and Standards Sub-Committee

The Town Clerk referred to there being two places for Policy and Resources Committee to appoint to this Sub-Committee. Noting that Helen Fentimen had already been appointed as Deputy Chair this would leave one remaining vacancy to be filled.

The Town Clerk confirmed that no further expressions of interest had been received beyond Ms Fentimen's. This being the case, the Chairman agreed to pass the further vacancy over to the next Policy and Resources Committee meeting.

Capital Buildings Board

- James Tumbridge
- Tijs Broeke

Freedom Applications Sub-Committee

The Town Clerk referred to Deputy Shравan Joshi having already been appointed as Deputy Chair, therefore there were no remaining places.

Members agreed that that the two co-opted vacancies from Court of Common Council, that have been advertised, would be appointed to for a term length of one year.

Equality Diversity and Inclusion Sub-Committee

- Deputy Randall Anderson

Competitiveness Advisory Board

Members noted that, as stated within the report, four Members of the Court of Common Council were appointed following an interview process earlier in the year.

The composition of Competitiveness Advisory was, therefore, to note.

At this point the Committee proceeded to consider representatives on other City Corporation Committees.

Audit and Risk Management Committee

- Deputy Randall Anderson

Barbican Centre Board

- Tijs Broeke

Education Board

- Carloine Haines

Local Plans Sub-Committee

- Deputy Keith Bottomley

Economic & Cyber Crime Committee

The Town Clerk confirmed that there was one vacancy due for appointment, with one expression of interest having been received from James Tumbridge. In addition, Police Authority Board had at its most recent meeting, revised the terms of reference of this Sub-Committee to include a place for the Chairman of Policy and Resources Committee or their nominee. The following appointments were agreed:

- Policy and Resources Committee Representative – James Tumbridge
- Policy Chairman's Nominated representative – Andrien Meyers

Investment Committee

- Deputy Keith Bottomley
- Steve Goodman

Representative for consultation with the Court of Aldermen and Representatives of the Finance Committee on Mayoralty and Shrievalty Allowances

- Deputy Keith Bottomley

RESOLVED, that the terms of reference of the Sub Committees and Working Parties set out in the report, be endorsed by the Committee, and that the composition of those bodies and the appointments be approved as detailed.

b) **Lead Member Appointments 2024/25**

The Sub-Committee considered a report of the Deputy Town Clerk providing an update in relation to changes previously agreed as part of the Lead Member programme and seeking endorsement of the appointment of Members for the Lead Member roles:

RESOLVED: That Members endorsed the appointment of the following Members for the Lead Member roles:

- Deputy Madush Gupta, Lead Member for Innovation and Technology
- Jason Groves, Lead Member for International Markets
- Jacqui Webster, Lead Member for Resident Engagement
- Paul Singh, Lead Member for SMEs
- Deputy Edward Lord, Lead Member for Sport.

9. **MEMBER-LED RECRUITMENT PROCEDURES AND ROLES INCLUDED**

The Committee considered a report of the Chief People Officer putting forward recommended adjustments to recruitment procedures for roles of Chief Officers / Senior Management Group Officers and a small number of additional roles where appointments were Member led.

During the discussion that followed, a Member referred to the very specific reporting requirements of the Executive Director, Environment given the number of Grand Committees into which the Director reported directly. Members were mindful of the specific reporting requirements of the Executive Director, Environment and the further consideration that would be required in respect of a number of Environment appointments, given the large number of Committees overseeing the function. Following discussion, it was agreed to make a recommendation to Court of Common Council seeking approval of the proposals as presented, whilst further recommending that delegated authority be granted to Policy and Resources Committee and Corporate Services Committee to make a final determination on reporting requirements relating to the role of Executive Director, Environment.

RESOLVED: That Members: -

- Approved the updated Member-Led Recruitment Procedure and Table of Roles, as detailed in Appendix 1 for onward recommendation to Court of Common Council, subject to further consideration of Environment appointments and;
- Agreed to invite Court of Common Council to delegate final approval of Environment appointments back to Policy and Resources Committee and Corporate Services Committee.

10. **CITY OF LONDON CORPORATION: SMALL AND MEDIUM ENTERPRISE (SME) STRATEGY**

The Committee considered a joint report of the Deputy Town Clerk and Executive Director, Environment seeking agreement to a new Small and Medium Enterprise Strategy.

Members welcomed the work that had taken place in developing the strategy, with there being agreement on the importance of SMEs to the City. A discussion followed during which there were a range of comments and areas highlighted. These included a need for a definition of SMEs; looking to engage fully with small businesses in highlighting the range of benefits available to them including access to finance and presenting them with economic opportunities. Agreement on a need to support start-ups, but with concern being expressed for existing small businesses, particularly in retail and a need for more emphasis in this area. The importance of engaging the asset management industry was highlighted.

It was questioned what success would look like in a few years' time, with it being important to be able to clearly demonstrate success. Sustainability of businesses and how many were still going was highlighted as a key measure of success.

Reference was also made to access to different types of data and a suggestion that terminology should be kept generic and easy to understand where a name does not clearly explain the type of data being used.

Members welcomed the cross department working that had taken place during development of the SME Strategy and considered it to be a demonstration of what can be achieved when doing so; it was also a demonstration of the effectiveness of the Office of the Policy Chairman leading on an initiative. There was further acknowledgement of the role of the Small Business, Research + Enterprise Centre and their excellent work.

In response, Members were provided with an update on work that was taking place across the areas highlighted. The Chairman thanked Members for their range of feedback and comments.

RESOLVED: That Members: -

- Approved the SME Strategy at Appendix 1.

11. **CAPITAL FUNDING UPDATE**

The Committee considered a report of the Chamberlain presenting for Members' consideration proposals for release (following gateway approvals) to allow schemes to progress.

A Member remarked on there being two City Corporation assets in the Central Criminal Court and Mansion House that would benefit from looking at the lighting project of St Paul's Cathedral and taking lessons from it; it would be good to reach a point where these two heritage assets in the City benefited from appropriate lighting. The Chairman agreed on them being fantastic assets that would benefit from being cleaned and lighting, whilst also remarking on the significant cost of cleaning the assets.

A Member highlighted a need to look at all City Corporation assets through a climate lens, which the Chairman accepted was a very good point and one the Chamberlain would note.

RESOLED: That Members: -

- (i) Reviewed the schemes summarised in Table 2 and, particularly in the context of the current financial climate, confirmed their continued essential priority for release of funding at this time and accordingly:
- (ii) Agreed the release of up to £2.6m for the schemes progressing to the next Gateway in Table 2 from City Fund £2.376m (including £2m for OSPR and £0.065m CIL), City Estate 0.208m and £0.016m from City Bridge Fund (CBF).

12. POLICY AND RESOURCES CONTINGENCY/DISCRETIONARY FUNDS

The Committee received a report providing the schedule of projects and activities which have received funding from the Policy Initiatives Fund (PIF) and the Policy and Resources Committee's Contingency Fund for 2024/25 and future years with details of expenditure in 2024/25.

RESOLVED: That Members: -

- Received the report and noted the contents of the schedules.

13. DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS

The Committee received a report of the Town Clerk advising Members of action taken by the Town Clerk since the last meeting of the Committee, in consultation with the Chair and Deputy Chair, in accordance with Standing Orders No. 41(a) and 41(b).

RESOLVED: That Members: -

- Received the report and noted its content.

14. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE
There were no questions.

15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT
There were no additional items of business.

16. 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.

17. NON-PUBLIC MINUTES

- a) The non-public minutes of the Policy and Resources Committee meeting on 11 April 2024 were approved as an accurate record.
 - b) The non-public minutes of the Capital Buildings Board meeting on 8 February 2024 were noted.
 - c) The non-public minutes of the Capital Buildings Board meeting on 14 March 2024 were noted.
18. **APPOINTMENT OF ADDITIONAL EXTERNAL MEMBERS TO COMPETITIVENESS ADVISORY BOARD (CAB)**
The Committee considered a report of the Executive Director of Innovation & Growth relating to the appointment of external Members to Competitiveness Advisory Board.
19. **NEXT STEPS FOR LONDON NAUTICAL SCHOOL JOINING CITY OF LONDON ACADEMY TRUST**
The Committee considered a report of the Director of Community & Children's Services relating to next steps for London Nautical School joining City of London Academy Trust.
20. **CHANGE TO MEMBERS FINANCIAL SUPPORT SCHEMES.**
The Committee considered a report of the Chamberlain proposing changes to the way the Member Extended Support Scheme was being delivered.
-
- At this point in the meeting, in accordance with Standing Order 40, a decision was taken to extend the length of the meeting.*
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21. **CITY FUND - MUSEUM OF LONDON - AGREEMENT FOR DEVELOPMENT AND LEASE AND THE SUPPLEMENTAL MAIN WORKS AGREEMENT**
The Committee considered report of the City Surveyor providing an update on the Museum of London agreement for development and lease and the supplemental main works agreement.
22. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**
The Committee considered a report of the Town Clerk advising Members of action taken by the Town Clerk since the last meeting of the Committee, in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a) and 41(b).
23. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
24. **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:

25. MINUTES

- a) The confidential minutes of the Policy and Resources Committee meeting on 11 April 2024 were approved as an accurate record.
- b) The confidential minutes of the Capital Buildings Board meeting on 14 March 2024 were noted.
- c) The draft confidential minutes of the Equality Diversity and Inclusion Sub-Committee meeting on 21 March 2024 were noted.

26. DEPUTY TOWN CLERK RECRUITMENT

The Committee considered a confidential report of the Chief People Officer relating to arrangements for the Deputy Town Clerk recruitment process.

The meeting ended at 3.48pm.

Chairman

Contact Officer: Polly Dunn
polly.dunn@cityoflondon.gov.uk

Committee(s): Policy and Resources Committee – For decision	Date: 6 June 2024
Subject: City Corporation’s Coat of Arms – Applications Pause	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	Providing Excellent Services
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: Town Clerk	For Decision
Report author: Rhys Campbell, Town Clerk’s Department	

Summary

The current process for the use of the City of London Corporation’s Coat of Arms (City Arms) has not been reviewed in many years, with applications considered on an *ad hoc* basis by individual Chief Commoners in accordance with guidelines set down over 50 years ago.

A branding review, looking at establishing a more controlled and coherent approach to the use of the City Corporation brand, is currently underway, led by the Director of Communications & External Affairs. In the interests of ensuring that no decisions are taken around use of the City Arms which might potentially cut across the eventual outcomes of that review, it is proposed that the existing approval arrangements should be paused. This report also proposes temporary delegated authority arrangements to allow for any exceptional applications to be considered in the event it should prove absolutely necessary, albeit this is not anticipated.

This report is being submitted to the Policy & Resources Committee for consideration as responsibility for the armorial bearings rests with the Policy and Resources Committee under its Terms of Reference (section 4(e)).

Recommendation(s)

Members are asked:

- To agree to halt the existing Coat of Arms application arrangements, pending the outcomes of a wider branding review;
- To agree to, in the interim, delegate authority to the Town Clerk, in consultation with the Chairman, Deputy Chairman, Chief Commoner, and Director of Communications & External Affairs, to consider any exceptional applications only.

Main Report

Background

1. The City Corporation's Coat of Arms ("the City Arms") are what is known as "anciently recorded" by the College of Arms, reflecting the fact that there had never been any official grant of arms to the City, as they were in use prior to the foundation of the College of Arms in 1484 and the crest and supporters were not recorded there.
2. The City Corporation, therefore, resolved in the 1950s to obtain a formal grant of crest and supporters and a confirmation of the arms "anciently recorded as of right appertaining to them" from the College. The grant is dated 30 April 1957.
3. The City's Arms as granted are as follows:-
 - *Arms - Argent a cross gules, in the first quarter a sword in pale point upwards of the last.*
 - *Crest - On a wreath argent and gules a dragon's sinister wing argent charged on the underside with a cross throughout gules.*
 - *Supporters - On either side a dragon argent charged on the undersides of the wings with a cross throughout gules.*
 - *Motto - Domine Dirige Nos - Lord Direct Us.*
4. A stylised version is, today, used as the "logo" of the City Corporation; however, the Arms themselves remain widely-recognisable and distinct from the logo.
5. As such, different approval processes have long been in place in respect of applications for usage. For the Coat of Arms, the process has remained unchanged for at least 50 years, with applications considered against criteria set down by the General Purposes Committee of Aldermen in 1974.
6. Those applications are assessed by the Chief Commoner of the day, against the answers provided in respect of these questions, and subsequently processed by the Town Clerk in accordance with the view expressed.
7. This process stems from when responsibility for the Armorial Bearings sat with the City Lands & Bridge House Estates Committee; following the abolition of that Committee in 2011, this responsibility transferred to the Policy & Resources Committee (Terms of Reference sub-section 4(e)).
8. Approval for the use of the logo is a separate process, and is overseen by the Communications & External Affairs team. Both the logo and the Coat of Arms are copyright protected.

Current Position

9. A review into the City Corporation's approach to Branding is currently underway and, as part of this, it is considered sensible to place a pause on the consideration of any further requests for usage until such time as that review is

complete: it would be unfortunate were, for instance, an approval for external use to be granted which later proved to be contrary to the outcomes of the Branding review.

10. In addition to this, as part of its Resources and Priorities refresh, the City Corporation is developing a comprehensive Intellectual Property Rights (IPR) strategy to protect, support, and enhance its brand and assets. This strategy will include mechanisms for identifying, addressing, and preventing unauthorised IP use, maintaining an IP register, developing a licensing strategy and optimising retail offerings. A comprehensive review of the City Corporation's brand and associated sub-brands is near completion and will recommend a strengthening of the brand, which will enhance the organisation's reputation and increase recognition. Alongside this, there will be refreshed brand identity and management guidelines to provide clarity when utilising the brand and assets.
11. By strengthening IP protection, creating cohesive brand management, and capitalising on income opportunities, the City Corporation seeks to safeguard its brand and resonate with target audiences, in line with the Corporate Plan Outcomes and the Branding review. Pausing further approvals at this time, therefore, also plays into this area of activity.
12. In any event, it is unsatisfactory in terms of governance best practice that these approval arrangements have not been reviewed substantively for such a lengthy period of time. Several Chief Commoners have, in recent years, expressed some surprise at the process and, regardless of the outcome of the Branding review, it would be prudent and long-overdue to assess the approvals process more completely.
13. Currently, applicants are asked to answer the following questions:
 - *What is the intended use of the City Arms?*
 - *Has the application any connection to the City?*
 - *Is the use of the City Arms intended for commercial purposes?*
 - *Will the proposed use of the City Arms give good publicity to the City Corporation or will it adversely affect the dignity of the Corporation?*
 - *Is the City Arms to be used in such a way as to indicate that any particular function is a Corporation one when such is not the case?*
14. If answered to the satisfaction of the Chief Commoner of the day, the applicant is informed, and a copy of the City Arms is then provided to them on agreement that it is strictly used for the purposes mentioned in their application.
15. There is no further verification undertaken, and usage is granted at nil cost.

Options

16. To continue with the current Coat of Arms application process; or,

17. To agree to postpone the current application process and conduct a review with the intention of establishing a new up-to-date application procedure.

Proposal

18. It is therefore proposed that this Committee agrees to postpone the current application process whilst a wider branding review is undertaken, with a new Coat of Arms application process being established in the near future (subject to the further approval of this Committee).

Corporate and Strategic Implications

- Strategic implications – This proposal aligns with the “Providing Excellent Services” outcome as well as the “brilliant basics” ambition of the Corporate Plan: it is clear that we need to refresh the outdated process for City Arms approvals and align an approach with the outcomes of any new Branding strategy; being able to provide a consistent and clear approach to all branding opportunities will be important.
- Financial implications - N/A
- Resource implications - N/A
- Legal implications - N/A
- Risk implications - The risk of not pausing the application process at this point includes the potential for reputational damage or practical complications to arise for the City Corporation in future, in the event an unsuitable applicant is granted use of the City Arms.
- Equalities implications - N/A
- Climate implications - N/A
- Security implications - N/A

Conclusion

19. It is recommended that an agreement to halt the current Coat of Arms application arrangements be confirmed so as not to cut-across the ongoing Branding review and so that that officers may conduct a review and establish a new application process, pending the outcome of that process.

Rhys Campbell

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Agenda Item 6

Committee(s): Policy and Resources Committee	Dated: 06/06/2024
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) and the Policy and Resources Committee's Contingency Fund for 2024/25 and future years with details of expenditure in 2024/25. The balances remaining for these Funds for 2024/25 and beyond are shown in the Table below.

Fund	2024/25 Balance Remaining after Approved Bids £	2025/26 Balance Remaining after Approved Bids £	2026/27 Balance Remaining after Approved Bids £	2027/28 Balance Remaining after Approved Bids
Policy Initiative Fund	1,048,846	880,000	1,180,000	1,200,000
Policy & Resources Contingency	171,692	300,000	300,000	300,000

Recommendation(s)

Members are asked to:

- Note the report and contents of the Schedules.
- Agree to increase the 2024/25 multiyear PIF cap by £42,000 from the 2024/25 Committee Contingency's uncommitted balance of £171,692 **should the Transition Finance Council Bid be approved at today's Committee**. Whilst the overall 2024/25 PIF uncommitted balance is £1,048,846, there is no funding available for multiyear Bids, as shown in Paragraph 15. Should this be approved, the remaining available balance for 2024/25 Committee Contingency will be £129,692.

Main Report

Background

1. On the basis of Committee's concerns of the operations of the PIF/Contingency Funds, the Policy was refreshed and ratified by Policy & Resources Committee on 14 December 2023. A policy briefing was held on 17 January 2024 to support regular report authors with these new policy requirements.
2. The Policy Initiatives Fund (PIF) should be used to fund projects and initiatives identified during the year which support the City Corporation's overall aims and objectives, or policy priorities identified by the Policy & Resources Committee.
3. The Committee Contingency Fund is used to fund unforeseen one-off items of expenditure when no specific provision exists within the Policy Committee's budget.
4. There is no specification for the *type* of project in scope but has historically included items relating to a specific initiative, e.g. research, funding for external bodies in support of the City's overall objectives, and membership of national think tanks. All applications should make clear what specific activity funding it will be used for and should set out the standard information specified in the Policy to enable Members to take an informed decision.
5. All applications should be discussed informally before submitting with the Head of the Policy Unit, Office of the Policy Chairman, Town Clerk's Department and the Assistant Director (Strategic Finance), Chamberlain Department.
6. To restrict the depletion of funds in future years, a two-year time limit is in place on multiyear PIF bids, with three years being an option by exception. To ensure prioritisation within the multiyear bids, the PIF from the financial year 2019/20 and onwards has £600k of its total budget put aside for multiyear bids with the rest set aside (£600k) for one off allocations, with the option to 'top up' the multiyear allocation from the contingency balance if Members agree to do so. This will ensure that there should always be enough in the PIF to fund emerging one-off opportunities as they come up.
7. Departments must complete a standardised progress update form biannually and at the end of the Initiative for all awards.
8. When a PIF bid has been approved there should be a reasonable amount of progress/spend on the works/activities within 18 months of approval which allows for slippage and delays. If there has not been enough spend/activity within this timeframe, Members will be asked to approve that the remaining allocation be returned to the Fund where it can be utilised for other works/activities.
9. Where no expenditure has been made within 12 months, a report should be brought back to the Policy & Resources Committee by officers to request reprofiling of funds.

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

Current Position

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

Fund	2024/25 Opening Balance £	2024/25 Approved Bids £	2024/25 Balance Remaining after 2024/25 Approved Bids £	2024/25 Pending Bids £	2024/25 Balance Remaining after 2024/25 Pending Bids £
Policy Initiative Fund	2,497,782	(1,448,936)	1,048,846	0	1,048,846
Policy & Resources Contingency	764,013	(592,321)	171,692	0	171,692

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

	2024/25	2025/26	2026/27	2027/28
Balance remaining of Multiyear PIF allocation	£0	£280,000	£530,000	£600,000

Corporate & Strategic Implications

16. Strategic implications – Although each PIF application has to be judged on its merits, the application must include how the item will advance either:
 - a) A policy lead area defined by this Committee
 - b) Another Committee priority
 - c) A Corporate Plan outcome
 - d) Promotion of the City or City's role in London or nationally
17. 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.
18. Resource implications – None
19. Legal implications – None
20. Risk implications – None
21. Equalities implications – None
22. Climate implications – None
23. Security implications – None

Appendices

- Appendix 1 – PIF 2024/25 and Future Years
- Appendix 2 – P&R Contingency 2024/25 and Future Years

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

Budget	2024/25	2025/26	2026/27	2027/28
Initial budget	£ 1,200,000	£ 1,200,000	£ 1,200,000	£ 1,200,000
Uncommitted balance brought forward from 2023/24	£ 542,804	£ -		£ -
Unspent balances deferred from 2023/24	£ 603,937	£ -		£ -
Unspent balances - returning to Fund	£ 6,041	£ -		£ -
Transferred from P&R Contingency to meet Multiyear Bid re: Innovate Finance	£ 145,000			
Revised Budget	£ 2,497,782	£ 1,200,000	£ 1,200,000	£ 1,200,000

Date	Name	2024/25 Bid	2024/25 Actual	2025/26 Bid	2026/27 bid	2027/28 Bid
05/07/18	Events Partnership with The Strand Group, King's College London	£ 13,787	£ -			
11/06/20	British Foreign Policy Group (BFPG)	£ 12,000	£ -			
06/05/2021 & 08/06/2023	Options to Promote Supplier Diversity	£ 12,309	£ 2,436			
08/07/21	Adoption of Competitiveness Strategy - Development of an 'Asset Under Management' Campaign	£ 983	£ -			
16/12/21	Impact Investment Institute Membership (III)	£ 100,000	£ -			
17/02/22	Sports Engagement - (Re-purposed)	£ 1,103	£ -			
05/05/22	Support for Integrity Council for the Voluntary Carbon Market (IC-VCM) & UK-VCM	£ 286,702	£ -			
23/02/23	Delivering the Residential Reset	£ 89,729	£ 11,371			
23/02/23	Finalising CoL Overseas Presence	£ 100,000	£ -	£ 50,000		
20/04/23	Transition Finance Competitiveness Taskforce	£ 79,922	£ 10,768			
08/06/23	Global City of Sport - A New Sport Strategy for The Square Mile	£ 256,624	£ 14,677	£ 175,000		
08/06/23	Livery Company Website	£ 20,000	£ -	£ 20,000	£ 20,000	£ -
06/07/23	Shining Stars Care Leavers Dinner	£ 2,257	£ -			
21/09/23	City Occupiers and Investment Study	£ 200,000	£ -			
16/11/23	Annual Bus Passes for Care Leavers	£ 23,520	£ 69			
16/11/23	Paris 2024 Games Engagement	£ 100,000	£ 33,981			
22/02/24	Innovate Finance Funding	£ 150,000	£ -	£ 75,000		
	Total Allocations	£ 1,448,936	£ 73,303.47	£ 320,000	£ 20,000	£ -
	Balance Remaining	£ 1,048,846		£ 880,000	£ 1,180,000	£ 1,200,000

Bids for Committee's Approval: **06 June 2024**

- Transition Finance Council	42,000	98,000	-
-	-	-	-
-	-	-	-
Total Balance if pending bids are approved	£ 1,006,846	£ 782,000	£ 1,200,000

	Multi Year PIF Bids	2024/25 Bid	2025/26 Bid	2026/27 Bid	2027/28 Bid
	Multi Year PIF Allocation	£ 745,000	£ 600,000	£ 600,000	£ 600,000
16/12/21	Impact Investment Institute Membership (III)	£ 100,000			
05/05/22	Support for Integrity Council for the Voluntary Carbon Market (IC-VCM) & UK-VCM	£ 200,000			
23/02/23	Finalising CoL Overseas Presence	£ 100,000	£ 50,000	£ 50,000	
08/06/23	Global City of Sport - A New Sport Strategy for The Square Mile	£ 175,000	£ 175,000		
08/06/23	Livery Company Website	£ 20,000	£ 20,000	£ 20,000	
22/02/24	Innovate Finance Funding	£ 150,000	£ 75,000		
	Total Multi Year Allocations	£ 745,000	£ 320,000	£ 70,000	£ -
	Multi Year PIF Allocation Balance	£ -	£ 280,000	£ 530,000	£ 600,000

Bids for Committee's Approval: **06 June 2024**

- Transition Finance Council	42,000	98,000	-
-	-	-	-
-	-	-	-
Total Balance if pending bids are approved	-£ 42,000	£ 182,000	£ 530,000

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Policy and Resources Committee - Contingency 2024/25 to 2027/28

Budget	2024/25	2025/26	2026/27	2027/28
Initial Budget	£ 300,000	£ 300,000	£ 300,000	£ 300,000
Uncommitted balance brought forward from 2023/24	£ 31,692	£ -	£ -	£ -
Unspent balances deferred from 2023/24	£ 577,321	£ -	£ -	£ -
Unspent balances in 2023/24 returned to Fund	£ -	£ -	£ -	£ -
Transferred to PIF to meet Multiyear re: Innovate Finance	-£ 145,000			
Revised Budget	£ 764,013	£ 300,000	£ 300,000	£ 300,000

Date	Name	2024/25 Bid	2024/25 Actual	2025/26 Bid	2026/27 Bid	2027/28 Bid
08/05/14	City of London Scholarship - Anglo-Irish Literature	£ 19,746	£ -	£ -	£ -	£ -
Urgency	Lord Mayor's Show Arrangements	£ 15,000	£ -	£ -	£ -	£ -
09/06/22	Civic Affairs	£ 24,701	£ -	£ -	£ -	£ -
Urgency	Crossrail Art Programme – Liverpool Street Artworks and Close-Out Matters	£ 15,000	£ -	£ -	£ -	£ -
15/12/22	The Lord Mayor's Show	£ 138,028	£ -	£ -	£ -	£ -
23/02/23	Introducing Electronic Voting	£ 3,597	£ -	£ -	£ -	£ -
23/02/23	Worker Engagement: The City Belonging Project	£ 56,412	£ 769	£ -	£ -	£ -
19/10/23	Allocation of Funding to King Edward's Witley School	£ 319,837	£ -	£ -	£ -	£ -
	Total Allocations	£ 592,321	£ 769	£ -	£ -	£ -
	Balance Remaining	£ 171,692		£ 300,000	£ 300,000	£ 300,000

Bids for Committee's Approval: 06 June 2024

-	-	-	-	-
-	-	-	-	-
Total Balance if pending bids are approved	£ 171,692	£ 300,000	£ 300,000	£ 300,000

Committee(s): Finance Committee Policy & Resources Committee	Dated: 4 June 2023 6 June 2023
Subject: Responsible Procurement Impact Report FY23-24	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	All six outcomes
Does this proposal require extra revenue and/or capital spending?	N
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: Caroline Al-Beyerty, Chamberlain	For Decision
Report author: Lisa Moore, Responsible Procurement Manager	

Summary

As the governing body of the square mile, the City Corporation, has responsibilities to residents, workers, businesses, visitors and many more. Our operations are one way that we can impact the lives of those who work, live, or visit our spaces, but to be world-class and achieve our ambitions we need to work collaboratively. This report captures some of the impact that our supply chain partners have had on the diverse communities we serve, on the City as a vibrant thriving destination and leading on a sustainable environment.

This report holds us and our supply chain partners accountable, measuring our success against targets that will evolve to reflect new challenges. It also publicly recognises suppliers who have fulfilled their commitments and showcase 'what good looks like' to the City Corporation. We're proud to share 39 impact statistics and 13 supplier spotlights in this report.

Recommendation(s)

- Members are invited to endorse the Responsible Procurement Impact Report 23-24 and the proposal to publish it with the Responsible Procurement Policy.
- Members are invited to provide feedback on format and content in order to inform production of future impact reports.

Main Report

Background

1. In July 2022, Policy & Resources Committee approved an updated Responsible Procurement Policy which outlines the importance of responsible procurement as part of the overall value delivered through procurement; the responsibilities of buying officers at each stage of the commercial life cycle and the six responsible

procurement commitments the City Corporation actively work on with its supply chain.

2. The six responsible procurement commitments are: taking climate action; promoting supplier diversity (diverse owned enterprises and SMEs); embedding equity, diversity and inclusion; guarding against modern slavery; facilitating work-related opportunities and delivering meaningful social value outcomes. Appendix one for full wording.
3. This policy also introduced a mandatory 15% responsible procurement weighting for all strategic procurement tenders.
4. The Commercial Service committed to compiling an annual impact report from FY23-24 to be published in Q1 of the following financial year.
5. In October 2023, the Commercial Service underwent an audit under the ISO 20400 standard on Sustainable Procurement. The City Corporation scored 2.73 out of 5 as part of this process which is a better than average first-time score. The overall findings of the report scored the City Corporation highly for written policy and guidance but found that the further from the central responsible procurement team the less likely officers understood their responsibilities in delivering against the Responsible Procurement Policy. Appendix 2 has more information.

Current Position

6. The annual impact report (PDF in appendix four) showcases the best added value delivered by and with our supply chain partners; gives praise to suppliers who have fulfilled their commitments and displays what good looks like to the City Corporation.
7. With this report we can show City Corporation officers and Members the impact their work is having on our communities and beyond. Our residents can see that the City Corporation leverages supply chain spend for their benefit. Our stakeholders will know we are a responsible business. (e.g. Charities Commission, potential applicants, investors, etc).
8. We've committed to publishing an annual report, but to keep momentum we will be producing a mid-year update and other content to be shared throughout the year e.g. case studies and social media posts.
9. We have begun work with the Corporate Strategy Team to align our reporting with the requirements of the new Corporate Plan 2024 – 2029. Appendix three outlines how the current responsible procurement commitments can be a vehicle for the six outcomes in the Corporate Plan.
10. This report also recognises our journey to be leaders in responsible procurement using our influence and leverage to shape how the public sector addresses the topic. This is especially true for the commitments on climate action and supplier diversity which is reflected in the report; implementation of a carbon emissions reporting system and other London boroughs joining MSDUK.

11. We will feed into the procurement governance review to evaluate how we reach more stakeholders in the business and gather more information on the impact of the Responsible Procurement Policy commitments.

Proposal

12. In line with Member discussion when the Responsible Procurement Policy was approved, we are proposing to publish this report externally and be transparent about the impact we're making against the six responsible procurement commitments. Members are invited to endorse the Responsible Procurement Impact Report 23-24 and the proposal to publish it on the City Corporation website with the Responsible Procurement Policy.

13. Members are invited to provide feedback on format and content in order to inform production of future impact reports.

Key Data

14. The City Corporation spends roughly £400m each year on goods, services and works through third party spend. In FY 23/24, 116 contracts totalling £370.5m were entered into for contracts £100,000 and above.

15. The data provided in the impact report is a mixture of quantitative and qualitative data. It contains 39 impact statistics, 13 supplier spotlights (short case studies), and information from 30 different suppliers. Such as:

- 92 young people supported through a digital skill-boosting programme from PwC and Palantir, encouraging social mobility and entry into the technology sector
- 24 outreach events attended to meet and engage with diverse-owned enterprises or SMEs
- Supplier Spotlight showcasing the work five suppliers in the built environment taking proactive steps to support under-represented groups in their industry

16. The report recognises that City Corporation is also on a journey, so it includes positive steps that the City Corporation has taken such as implementing a new carbon reporting system and better supplier diversity reporting data. The report acts as our benchmark includes information on what's next so we can hold ourselves to account next year.

17. The information included in the impact report was selected to show impact against the six commitments on our contracts. We know more is being done as we received information up until the impact report was finalised. We hope publishing the impact report will influence more officers and suppliers to share information with the central responsible procurement team in future.

Corporate & Strategic Implications

18. Strategic implications – The six responsible procurement commitments have a strong alignment to the priorities set out in our new Corporate Plan. Appendix three

has more information. Additionally, the central government's National Procurement Policy Statement includes a responsibility to deliver added value for the tax payer. Lastly, the City Corporation is a signatory of the UN Global Compact and other bodies like the Social Mobility Foundation, memberships which include requirements to report on impact.

19. Financial implications – None

20. Resource implications – Compiling this report is resource intensive as it is mostly manual data collection.

21. Legal implications – The suppliers mentioned in the report have all confirmed their willingness to be part of this public report.

22. Risk implications – None

23. Equalities implications – The commitments in the Responsible Procurement Policy should positively impact or seek to reduce negative impacts on people with protected characteristics.

24. Climate implications - The commitments in the Responsible Procurement Policy should positively impact or seek to reduce negative impacts on climate and other aspects of environmental sustainability. Climate action is our number one responsible procurement commitment. Four of the thirteen supplier spotlights have a climate action focus.

25. Security implications - None

Conclusion

26. The Corporate Plan states that the City Corporation should be values-driven in our interactions, promoting equity, diversity and inclusion, and supporting sustainability (economic, social, and environmental).

27. This report will promote the City Corporation as a leader in responsible procurement and engage with suppliers who want to work with us. This is not a static process. We will be working closely with contract managers and suppliers across the business to produce reports in future.

Appendices

- Appendix 1 - City Corporation Responsible Procurement Commitments in full
- Appendix 2 - City Corporation ISO 20400 Sustainable Procurement overall score
- Appendix 3 - Corporate Plan Objectives mapped against relevant responsible procurement commitments
- Non Public Appendix 4 – Responsible Procurement Impact Report (separate PDF to be published publicly if approved)

Background Papers

- None

Lisa Moore

Responsible Procurement Manager, Commercial Services, Chamberlain's

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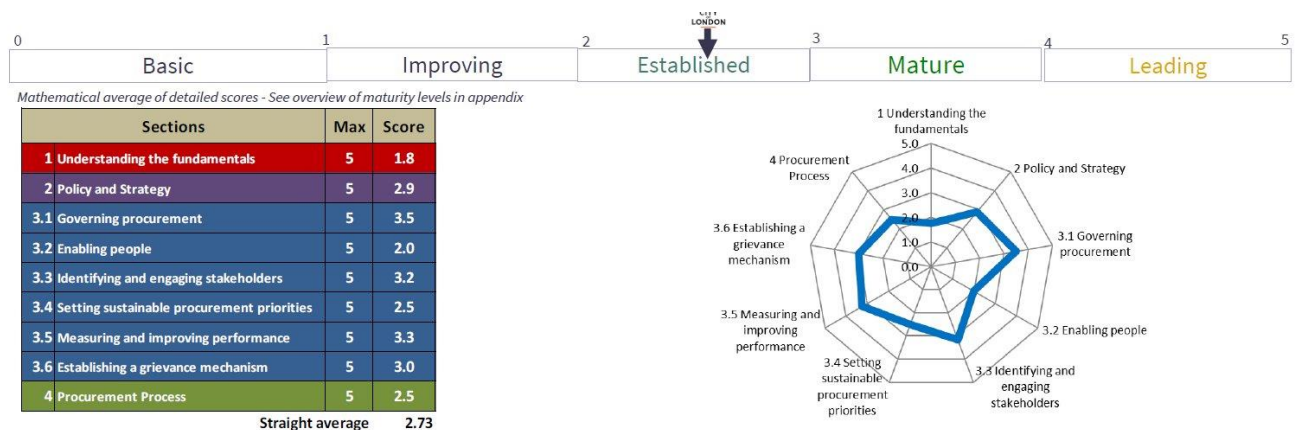
Appendix 1: Responsible Procurement Commitments

Each commitment is a strategic theme based on related policy outcomes that reflect the City Corporations priorities. The City Corporation commits to working with its supply chain to:

1. Take climate action and minimise environmental impacts of procurement on our operations and throughout our supply chain.
2. Encourage and facilitate supplier diversity (Diverse Owned Enterprises and SMEs) through direct contracts, partnerships and active monitoring.
3. Embed equity, diversity and inclusion throughout the contract process and work with suppliers who have proven to take active steps within their own organisations, supply chain and industry.
4. Protect human rights in our supply chain by working with suppliers who undertake due diligence to guard against modern slavery and other human rights abuses.
5. Facilitate meaningful work-related opportunities, which are actively targeted to enable social mobility and inclusion.
6. Achieve meaningful social value outcomes according to organisational and stakeholder priorities through internal collaboration, community input and supplier engagement.

Appendix 2: ISO 20400 Sustainable Procurement overall score

With an overall score of 2.73, the City Corporation is an 'established' organisation in the field of sustainable procurement.



Appendix 3: Corporate Plan Objectives mapped against relevant responsible procurement commitments as a vehicle for delivering the desired corporate plan outcomes.

Corporate Plan Outcome: Diverse Engaged Communities

- Supplier Diversity - supporting the upcoming SME Strategy.
- Equity Diversity & Inclusion - suppliers contributing and sharing information for the City Belonging Project.

Corporate Plan Outcome: Leading Sustainable Environment

- Climate Action - Working in partnership with our supply chain to take climate action on our contracts; promoting more accurate carbon emissions data; seeking to reduce emissions on our sites; and supporting the circular economy and just transition.

Corporate Plan Outcome: Dynamic Economic Growth

- Supplier diversity supporting SMEs and diverse owned enterprises boosting economic growth.

Corporate Plan Outcome: Providing Excellent Services

- Work Related Opportunities, Social Value - support for education, learning and skills, carers strategy and providing support for young people and schools
- EDI - focus on equality, diversity and inclusion to improve social mobility and reduce inequalities through employment, skills and other support.
- Climate Action - improve air quality in Square Mile
- Social Value - use libraries and community spaces to support learning, tackle social isolation, and build resilience.

Corporate Plan Outcome: Vibrant Thriving Destination

- Social Value delivered by supply chain partners to strengthen offering of the Business Improvement Districts, City businesses and charities.
- Climate Action/ Work Related Opportunities – promoting training and skills for a sustainable built environment (Skills for a sustainable skyline)
- Supplier Diversity - supplier readiness and engagement with SMEs

Corporate Plan Outcome: Flourishing Public Spaces

- Climate Action, Supplier Diversity EDI, Modern Slavery, Work Related Opportunities, Social Value on Salisbury Square and Barbican Renewal

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