



Resource Allocation Sub (Policy and Resources) Committee

Date: WEDNESDAY, 25 JUNE 2025

Time: 1.45 pm

Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Deputy Christopher Hayward (Chairman)	Shravan Joshi MBE
Deputy Henry Colthurst (Deputy Chairman)	Alderman Vincent Keaveny, CBE
Deputy Keith Bottomley	Florence Keelson-Anfu
Tijs Broeke	Alderwoman Dame Susan Langley, DBE
Deputy Helen Fentimen OBE JP	Deputy Alastair Moss
Jason Groves	Alderman Sir William Russell
Alderman Timothy Hailes JP	Deputy James Thomson CBE
Deputy Caroline Haines	

Enquiries: Ben Dunleavy
ben.dunleavy@cityoflondon.gov.uk

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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 agree the public minutes and non-public summary of the Sub-Committee meeting held on 3 February 2025.

For Decision
(Pages 9 - 14)

4. **CAPITAL FUNDING UPDATE**

Report of the Chamberlain.

For Decision
(Pages 15 - 24)

5. **COMMUNITY INFRASTRUCTURE LEVY NEIGHBOURHOOD FUND – APPLICATIONS FOR DECISION**

Report of the Interim Managing Director of City Bridge Foundation.

For Decision
(Pages 25 - 54)

6. ***MANSION HOUSE - AIR SOURCE HEAT PUMP & PHOTOVOLTAIC PRELIMS (CLIMATE ACTION STRATEGY)**

Report of the City Surveyor.

For Decision
(Pages 55 - 62)

7. ***BLACKFRIARS BRIDGE FORESHORE, VICTORIA EMBANKMENT, EC47
0AF(THAMES TIDEWAY PROJECT) – CITY PROPERTY ASSET RE-PURPOSING
AND OPTIONS APPRAISAL**

Report of the City Surveyor.

For Information

8. ***GUILDHALL NORTH AND WEST WING - OFFICE UTILISATION REPORT**

Report of the City Surveyor.

For Information

9. ***HISTORIC CYCLICAL WORKS PROGRAMMES – OUTTURN REPORT**

Report of the City Surveyor.

For Information

10. ***CITY SURVEYOR'S BUSINESS PLAN 2024-29 - QUARTER 4 OF 2024/25
UPDATE**

Report of the City Surveyor.

For Information

11. ***THE CITY SURVEYOR'S CORPORATE AND DEPARTMENTAL RISK REGISTER
JUNE 2025 UPDATE**

Report of the City Surveyor.

For Information

12. ***TRANSFORMATION FUNDING PANEL - QUARTERLY UPDATE**

Report of the Town Clerk.

For Information

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

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

15. **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 or relate to functions which are not subject to the provisions of Part VA and Schedule 12A of the Local Government Act 1972.

Part 2 - Non-Public Agenda

16. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the Sub-Committee meeting held on 3 February 2025.

For Decision
(Pages 63 - 72)

17. **BUDGET 26/27 AND MTFP UPDATE**

The Chamberlain to be heard.

For Discussion

18. **ANIMAL HEALTH & WELFARE SERVICE – OPTIONS REVIEW**

Report of the Executive Director, Environment.
NB – Appendices circulated in a separate document.

For Decision
(Pages 73 - 90)

19. **UPDATE REPORT ON THE OPERATIONAL PROPERTY REVIEW (NON-HOUSING) - UTILISATION ACTION PLAN**

Report of the City Surveyor.

For Decision
(Pages 91 - 98)

20. **GUILDHALL SCHOOL OF MUSIC & DRAMA CYCLICAL WORKS PROGRAMME 2025 - 2030**

Report of the City Surveyor.

For Decision
(Pages 99 - 132)

21. **TOWER PLACE PUBLIC CONVENIENCE REFURBISHMENT**

Report of the City Surveyor.

For Decision
(Pages 133 - 148)

22. **WALBROOK WHARF FEASIBILITY 2027 AND BEYOND**

Joint Report of the City Surveyor and Executive Director of Environment.
NB – Appendices circulated in a separate document.

For Decision
(Pages 149 - 154)

23. **CENTRAL CRIMINAL COURT EAST WING GROUND MEZZANINE COOLING AND HEATING REPLACEMENT**

Report of the City Surveyor.

For Decision
(Pages 155 - 162)

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

Report of the City Surveyor.

For Decision
(Pages 163 - 168)

25. ***ENVIRONMENT DEPARTMENT OPERATIONAL PROPERTY UPDATE**

Report of the Executive Director of Environment.

For Information

26. ***IMPLICATIONS OF BUSINESS RATES REFORM FOR THE CITY OF LONDON CORPORATION**

Report of the City Surveyor.

For Information

27. ***CITIGEN AND HEAT NETWORK ZONING – PREFERRED WAY FORWARD**

Report of the City Surveyor.

For Information

28. ***DELEGATED AUTHORITY DECISIONS AND ARREARS UPDATE ON ASSETS ALLOCATED TO THE CITY SURVEYOR TO DIRECTLY MANAGE ON THE OPERATIONAL ESTATE - 1ST OCTOBER 2024 TO 31ST MARCH 2025**

Report of the City Surveyor.

For Information

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

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

Part 3 - Confidential Agenda

31. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the meeting held on 3 February 2025.

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RESOURCE ALLOCATION SUB (POLICY AND RESOURCES) COMMITTEE

Monday, 3 February 2025

Minutes of the meeting of the Resource Allocation Sub (Policy and Resources)
Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Monday,
3 February 2025 at 1.45 pm

Present

Members:

Deputy Christopher Hayward (Chairman)	Alderman Timothy Hailes JP
Deputy Henry Colthurst (Deputy Chairman)	Shravan Joshi MBE
Deputy Randall Anderson	Alderman Vincent Keaveny, CBE
Mary Durcan	Alderman Sir William Russell
Deputy Helen Fentimen OBE JP	Deputy James Thomson CBE
Jason Groves	

In Attendance

Officers:

Ian Thomas, CBE	- Town Clerk and Chief Executive
Caroline Al-Beyerty	- Chamberlain
Michael Cogher	- Comptroller and City Solicitor
Katie Stewart	- Executive Director, Environment
Dionne Corradine	- Chief Strategy Officer
Gregory Moore	- Deputy Town Clerk
Simon Latham	- Acting Managing Director, City Bridge Foundation
Alan Bird	- Head, City of London School
Jenny Brown	- Headmistress, City of London School for Girls
Daniel Peattie	- Chamberlain's Department
Sonia Virdee	- Chamberlain's Department
Genine Whitehorne	- Chamberlain's Department
Mark Kober	- City Surveyor's Department
Dorian Price	- City Surveyor's Department
Peter Young	- City Surveyor's Department
Jack Joslin	- City Bridge Foundation
Gavin Stedman	- Environment Department
Ben Dunleavy	- Town Clerk's Department

1. APOLOGIES

Apologies for absence were received from Deputy Keith Bottomley, Tijs Broeke and Deputy Sir Michael Snyder.

Caroline Haines observed the meeting virtually.

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

There were no declarations.

3. **MINUTES**

The public minutes and non-public summary of the meeting held on 11 December 2024 were approved as a correct record.

4. **CAPITAL FUNDING UPDATE**

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

A Member supported the request for funding for the installation of Outdoor Fitness Equipment at Old Waterman's Walk but asked where the maintenance budget for this and similar projects would generally sit. In reply, officers said that these would generally be within local risk budgets but undertook to provide the Member with a more detailed response following the meeting. The Member requested that this include a focus on the revenue aspects. The Chamberlain added that she had previously expressed concern as to whether local risk budgets contained sufficient amounts for maintenance.

RESOLVED, that – Members:

- I. (Review the schemes summarised in Table 1 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. Agree the release of up to £7.4m for the schemes progressing to the next Gateway in Table 1 from City Fund £6.7m (£6.5m from OSPR) and £0.6m for City Estate. The CBF element will be approved separately through delegation to the CBF director.

5. **COMMUNITY INFRASTRUCTURE LEVY NEIGHBOURHOOD FUND - APPLICATIONS FOR DECISION**

Members considered a report of the Acting Managing Director of City Bridge Foundation concerning applications for CILNF funding.

Members noted that Appendix 4 of the report contained a full evaluation of the CILNF, and that future reports would contain more data.

Members supported a suggestion made by the Deputy Chairman that the Sub-Committee should restrict its delegate authority to the two applications named at paragraph 11; other applications should wait until the Committee was reconvened.

RESOLVED, that – Members:

1. Note the current position of the CILNF with respect to funds available.
2. Approve the grants recommended at the meeting of the CILNF Officer Panel in January 2025: £101,600 over 12 months to the City of London Crime Prevention Association; £162,184 over 3 years (Year 1 £46,762; Year 2 £56,803; Year 3 £58,619) to Family Action; £195,971 over 5 years (Year 1 £51,192; Year 2 £46,643; Year 3 £45,039; Year 4 £34,873; Year 5

£18,224) to Mental Fight Club; £390,419 funding to provide new community facilities at Middlesex Street Estate.

3. Delegate authority to the Town Clerk to consider the grant applications by Ozero Arts and XLP in consultation with the Chairman and Deputy Chairman.
4. Note the approved grants under delegated authority at meetings of the CILNF Officer Panel from December 2024 to January 2025.
5. Note the findings of the evaluation of the CILNF grant programme to date

6. **DRAFT HIGH-LEVEL BUSINESS PLAN 2025/26 - CITY SURVEYOR'S DEPARTMENT**

Members considered a report of the City Surveyor concerning the Departmental Business Plan.

Members noted that the Markets Board had requested several amendments to the Business Plan. These included the addition of a reference to the Court of Common Council's decision on the Market's Co-Location Programme, further information on the disposals of the markets sites, removal of the reference to 'London and the South' with regards to the market's role in the food chain, and the addition of some text on supporting traders in finding new location for their meat and fish markets.

The Chairman said that while some of these requested amendments were reasonable, he did not think that it was reasonable for the Markets Board to request further information on the future of the markets sites as this was not within the Board's remit. A Member agreed, noting that Committees should only seek to amend business plans if they were seeking substantive policy changes. The Chairman agreed that it was not the role of Members to write or rewrite reports.

A Member said that while it was unobjectionable to help the traders in finding new locations, this should not become an open-ended commitment.

A Member also disagreed with the removal of 'London and the South' in the section on markets and the food chain; they felt this was precisely where the markets sat in the national food chain.

The Sub-Committee agreed to note but not support the suggested amendments of the Markets Board.

RESOLVED, that – Members:

- i. Note the factors taken into consideration in compiling the City Surveyor's Departmental Business Plan;
- ii. Note but do not support the proposed amendments from the Markets Board; and
- iii. Approve the departmental Business Plan 2025/26.

7. ***CITY SURVEYOR'S BUSINESS PLAN 2024-29 -QUARTER 3 OF 2024/25 UPDATE**

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

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

8. ***THE CITY SURVEYOR'S CORPORATE AND DEPARTMENTAL RISK REGISTER JANUARY 2024 UPDATE**

Members received a report of the City Surveyor concerning the risk register.

RESOLVED, that – Members note the report, and the actions taken and being taken to effectively monitor and manage risks arising from the City Corporation's operations.

9. ***24/25 ENERGY & DECARBONISATION PERFORMANCE Q2 UPDATE FOR THE OPERATIONAL PORTFOLIO**

Members received a report of the City Surveyor concerning energy and decarbonisation.

RESOLVED, that – Members note that for the rolling year, Q2 24/25 weather-corrected energy consumption has reduced by 23.9% compared to the baseline year 2018/19 compared to 22.7% for Q1 23/24.

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

There were no questions.

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

There was one item of other business.

11a. **INVESTMENT GOVERNANCE**

Members considered a report of the Town Clerk concerning the Sub-Committee's terms of reference as they related to the allocation of investment assets.

Introducing the report, the Town Clerk noted that it sought to remove item b) in the Sub-Committee's terms of reference 'to determine the appropriate investment proportions between property and non-property assets', with this responsibility moved to the Policy and Resources Committee.

The Chairman reminded Members that the Sub-Committee had requested that officers explore these changes in its October meeting, following its decision on the strategic allocation between property and non-property investment assets.

The Deputy Chairman welcomed the proposals as a sensible approach to streamlining the governance structures.

RESOLVED, that – Members support a change in the Sub-Committee's terms of reference as set out in Appendix 1b to the report.

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 1 of the Schedule 12A of the Local Government Act [or] related to functions of the

Court of Common Council that are not subject to the provisions of Part VA and Schedule 12A of the Local Government Act 1972.

14. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 11 December 2024 were approved as a correct record.

Officers provided Members with an update on the status of the Great Arthur Street shaft.

15. **TRANSFORMATION FOR THE NATURAL ENVIRONMENT CHARITIES - OUTCOMES OF THE NATURAL ENVIRONMENT CHARITIES REVIEW**

Members considered a Joint Report of the Executive Director, Environment, the Interim Managing Director of City Bridge Foundation and the Chamberlain.

16. **CITY SCHOOLS' JOINT VISION – NEXT STEPS**

Members considered a Joint Report of the Headmistress, City of London School for Girls, and the Head of the City of London School concerning the future of the Schools' estates.

17. **FUTURE OPTIONS FOR 20-21 ALDERMANBURY, GUILDHALL COMPLEX**

Members considered a report of the City Surveyor concerning an operational property.

18. **UPDATE REPORT ON THE OPERATIONAL PROPERTY REVIEW (NON-HOUSING) – UTILISATION ACTION PLAN**

Members received a report of the City Surveyor concerning the review into the operational property portfolio.

19. **CYCLICAL WORKS PROGRAMME (CWP) AND ADDITIONAL RESOURCES FOR CITY FUND PROPERTIES (ARCFP) REQUEST FOR FUNDING FOR 2025/2026**

Members considered a report of the Chamberlain concerning the Cyclical Works Programme.

20. **REQUEST TO DRAW DOWN ON YEAR 1 GUILDHALL SCHOOL OF MUSIC & DRAMA CYCLICAL WORKS PROGRAMME FUNDS**

Members considered a Joint Report of the City Surveyor, the Chamberlain and the Principal of Guildhall School of Music and Drama concerning the Guildhall School of Music and Drama's Cyclical Works Programme.

21. **MARKETING OUTCOME - BUFFER LAND AT CLAYS LANE NORTH**

Members considered a Joint Report of the Executive Director, Environment and the City Surveyor concerning the use of a Buffer Land site.

22. **DELEGATED AUTHORITY REQUEST – PROPOSED HIGHWAYS TRANSACTION (DISPOSAL OF CITY FUND LAND AND AIRSPACE) – 1 UNDERSHAFT, LONDON EC3A 8EE**

Members considered a report of the City Surveyor concerning a request for delegated authority.

23. ***ANIMAL HEALTH AND WELFARE SERVICE – NEW SERVICE DELIVERY PLAN**

Members received a report of the Executive Director, Environment concerning the Heathrow Animal Reception Centre.

24. ***MANSION HOUSE UPDATE REPORT**

Members received a Joint Report of the Town Clerk and the City Surveyor concerning works at Mansion House.

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

There were no questions.

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

There was no other business.

27. **PROPOSAL FOR DEVELOPMENT OF A CITY BUSINESS INVESTMENT UNIT**

Members received a report of the Executive Director, Environment concerning resourcing.

The meeting ended at 3.41 pm

Chairman

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

City of London Corporation Committee Report

Committee(s): Resource Allocation Sub Committee Policy & Resources Committee	Date 24 th June 2025 3 rd July 2025
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 City Bridge Foundation (CBF), which outcomes in the BHE Bridging London 2020 – 2045 Strategy does this proposal aim to support?	
Does this proposal require extra revenue and/or capital spending?	Yes
If so, how much?	£2.05m
What is the source of Funding?	£1.91m - City Fund, £0.14m City Estate
Has this Funding Source been agreed with the Chamberlain's Department?	Yes
Report of: The Chamberlain	For Decision
Report author: Yasin Razaaq, Capital and Projects Manager	

Summary

The purpose of this report is for Members to consider release (following gateway approvals) to allow schemes to progress.

Members are reminded of the two-step funding mechanism for capital funding

- 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 within 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.

Members need to consider release (following gateway approvals) to allow schemes to progress.

Release of £2.05m to allow progression of six schemes summarised in Table 1 'Project Funding Requests' is now requested.

Recommendations

Resource Allocation Sub Committee Members and Policy & Resources Committee are requested:

- (i) To review the schemes summarised in Table 1 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 £2.05m for the schemes progressing to the next Gateway in Table 1 from City Fund £1.91m (£0.75m from OSPR and £0.78m from CIL) and £0.14m for City Estate.

Main Report

Background

1. Schemes have been approved in principle through the annual capital budget setting process and, where appropriate, the CIL and OSPR quarterly approvals but they are subject to a drawdown approval when the funding is required to progress.
2. The scope of 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 CBF¹. 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.

Current Position

3. The total amount of funding available to draw down for approved schemes is shown in Appendix 1.

Current Requests for the Release of Funding

4. There are four schemes with 'in principle' funding approved that have progressed through the gateways, for which release of up to £2m is requested:

¹ Contributions from City Bridge Foundation 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 City Bridge Foundation

Table 1 Project Funding Requests

Table 1: Project Funding Requests	Gateway	CIL/OSPR	City Fund	City's Estate	City Bridge Foundation	Total
			£m	£m	£m	£m
<u>Funding to progress to the next gateway</u>						
Barbican Library Refresh	GW3-GW5	CIL	0.78			0.78
Bank Junction Improvement	GW5	OSPR	0.75			0.75
Guildhall North and West Wing – Spaces	GW5		0.14	0.14		0.27
Barbican Fire Door Replacement	GW2		0.25			0.25
			1.91	0.14	-	2.05

5. Further details of the individual schemes are provided in Appendix 2 attached.
6. In accordance with step two of the capital funding mechanism, Members are required to approve the funding drawdown for these schemes
7. Funding for these schemes can be met from the provisions set aside from City Fund £1.9m with £0.8m from CIL and £0.8m and £0.1m from City Estate.

Conclusion

8. Members are requested to review the above and approve the funding drawdowns for the schemes in Table 1.

Appendices

Appendix 1 - Approved Bids

Appendix 2 - Requests for Release of Funding – Scheme Details

Background Papers

Yasin Razaaq

Capital & Projects Manager

Email: Yasin.Razaaq@cityoflondon.gov.uk

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Project Name	City Fund £'m	City's Cash £'m	CBF £'m	Total Funding Allocatio n £'m	Release of Funding Previously agreed	Release of Funding now requested
Barbican Replacement of Art Gallery Chiller	0.30	0.00	0.00	0.30	0.02	
Car Park - London Wall Joints and Waterproofing	2.00	0.00	0.00	2.00	0.78	
Car Park - Hampstead Heath, East Heath Car Park Resurface	0.00	0.42	0.00	0.42	0.39	
Finsbury Circus Garden Re-instatement	2.56	0.00	0.00	2.56	2.54	
Guildhall - West Wing - Space Cooling - Chiller Plant & Cooling Tower Replacement *****	1.86	0.99	0.15	3.00	4.55	
Guildhall event spaces - Audio & Visual replacement / upgrade	0.00	0.33	0.00	0.33	0.05	
Guildhall Yard - Refurbishment/ Replacement of Paviments	0.00	3.00	0.00	3.00	0.00	
I.T - Rationalisation of Financials, HR & Payroll Systems (ERP project)	14.80	11.70	1.30	27.80	19.10	
LMA : Replacement of Fire Alarm, Chillers and Landlords Lighting and Power	1.40	0.00	0.00	1.40	0.15	
Oracle Property Management System Replacement	0.71	0.38	0.06	1.15	1.15	
Structural - Lindsey Street Bridge Strengthening	5.00	0.00	0.00	5.00	0.03	
Structural - West Ham Park Playground Refurbishment	0.00	1.28	0.00	1.28	0.86	
Chingford Golf Course Development Project	0.00	0.08	0.00	0.08	0.00	
Bank Junction Transformation (All Change at Bank)	1.40	0.00	0.00	1.40	0.65	0.75
Rough Sleeping - assessment hub*****	1.00	0.00	0.00	1.00	1.50	
Barbican Exhibition Halls	5.00	0.00	0.00	5.00	1.55	
Barbican Podium Waterproofing, Drainage and Landscaping Works (Ben Jonson, Breton & Cromwell Highwalk) Phase 2 – 1st Priority	13.83	0.00	0.00	13.83	2.42	
Guildhall - Great Hall - Internal Stonework Overhaul	0.00	2.00	0.00	2.00	1.74	
Guildhall - Installation of Public Address & Voice Alarm (PAVA) and lockdown system at the Guildhall (Security Recommendation)	0.93	0.50	0.08	1.50	0.12	
I.T - GDPR and Data Protection Compliance in addition saving money in being able to share and find information quickly	0.09	0.10	0.01	0.20	0.00	
Spitalfields Flats Fire Door Safety	0.15	0.00	0.00	0.15	0.00	
Energy programme of lighting and M&E upgrade works (Phase 1)****	0.44	0.49	0.05	0.98	0.17	
SVY - Smithfield Condenser Pipework Replacement		0.56		0.56	0.00	
CHB - IT LAN Support to Replace Freedom Contract	0.10	0.04	0.01	0.15	0.00	
CHB - Libraries IT Refresh	0.22			0.22	0.00	
BBC - Barbican Centre - Catering Block Extraction	0.40			0.40	0.02	

SVY - St Lawrence Jewry Church - Essential works (Top-Up Funding)		2.57		2.57	2.14	
SVY - Denton Pier and Pontoon Overhaul Works	1.00			1.00	0.05	
DBE - Public Realm Security Programme	1.24			1.24	0.03	
DBE - Beech Street Transportation and Public Realm project (Top-Up Bid)	0.90			0.90	0.19	
MAN - Central Criminal Courts, Fire Safety and associated public address system (Top-up bid)	0.68			0.68	0.00	
GSMD - Guildhall School of Music & Drama Heating, Cooling & Ventilation		2.00		2.00	0.36	
GSMD - Guildhall School - Milton Court Correction of Mechanical Systems		0.60		0.60	0.00	
GSMD - Guildhall School - John Hosier Ventilation and Temperature Control		0.70		0.70	0.00	
SVY - Energy Reduction Programme – Phase 2	0.19	0.18		0.38	0.00	
DBE - Public Realm (Pedestrian Priority)	8.40			8.40	7.33	
OSD - Climate Action Strategy		2.12		2.12	0.80	
DBE - Embed climate resilience measures into Public Realm works (Cool Streets and Greening)	6.80			6.80	6.42	
SVY -Energy Efficiency / Net Zero Carbon - Investment Estate - City Fund	4.34			4.34	0.00	
SVY - Climate Resilience Measures	4.00	0.00		4.00	0.00	
SVY - Climate Action Strategy Projects CPG Operational Properties	11.72	7.14	0.65	19.51	0.11	
Barbican and Golden Lane Healthy Streets	0.25			0.25	0.22	
BEMS Upgrade Phase 2 - Heathrow Animal Reception Centre and various OS sites at Epping	0.15	0.10	-	0.25	0.25	
Mansion House - essential roof repairs	-	0.33	-	0.33	0.00	
Guildhall School - Repairs to roof, expansion joint repairs and drainage and water systems (subject to holistic approach for highwalks, Barbican and School)	-	1.75	-	1.75	0.00	
Fire Safety - Baynard House Car Park Sprinklers Replacement (remaining floors)	0.25	-	-	0.25	0.00	
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.)	1.00	-	-	1.00	0.00	
OS Epping Forest - COVID-19 Path Restoration Project	-	0.25	-	0.25	0.00	
Barbican Centre - Replacement of Central Battery Units for Emergency Lighting system	0.28	-	-	0.28	0.00	
Guildhall School - Rigging infrastructures in Milton Court Concert Hall	-	0.46	-	0.46	0.00	
Guildhall School - Safe technical access and working at height - Silk Street Theatre	-	0.35	-	0.35	0.00	
Smithfield Market - Glass Canopy Overhaul	-	0.30	-	0.30	0.00	
Smithfield Car Park - Ceiling Coating and Damp Works		1.05		1.05	0.00	

Beech Street Transportation and Public Realm project top-up to deliver permanent air quality and associated public realm improvements following successful experiment.	2.50	-	-	2.50	0.00	
DCCS - Social Care Case Management System	0.14	-	-	0.14	0.00	
Guildhall Complex Masterplan - Redevelopment of North and West Wing Offices (top-up)		1.15		1.15	0.25	
St Paul's Gyratory	13.95	-	-	13.95	9.40	
St Paul's Cathedral External Re-lighting	1.16	-	-	1.16	0.67	
St. Paul's Gyratory Transformation Project	13.90			13.90	2.23	
Car Parks Fire and Health Safety Actions - Fire Doors, Lighting and CCTV system replacement	0.40			0.40	0.19	
Network Contract - Support and Refresh	2.34	1.47	0.40	4.21	0.54	
Public Switched Telephone Network (PSTN) Replacement	1.38	0.93	0.20	2.50	0.25	
Smithfield Area Public Realm and Transportation	12.00			12.00	0.37	
Vision Zero Programme	2.40			2.40	0.28	
Enhancing Cheapside	1.00			1.00	0.33	
Outdoor Fitness Equipment	0.10			0.10	0.10	
Transforming Fleet Street	9.00			9.00	0.57	
Barbican Fire Door Replacment	0.25			0.25		0.25
GuildHall North Wing and West Wing	0.14	0.14		0.27		0.27
Barbican Library Refresh	0.78			0.78		0.78
	154.81	45.43	2.90	202.36	70.82	2.05

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Appendix 2

Requests for Release of Funding – Scheme Details

The following provides details of the four schemes for which approval to release funding of £2.05m is now sought, as summarised in Table 1 of the main report.

Barbican Library Refresh, GW3-GW5, £776k

Barbican & Community Libraries has been awarded £775k of CIL funding to make modernising improvements to Barbican Library.

These improvements will create a space that is more flexible, more welcoming and works better for customers and staff. This will be done through reducing the redundant areas of staff desk space, redesigning the public IT and fiction areas and incorporating digital display, including digital community information.

Bank Junction Improvement GW5, £750K

The project is now focussed on implementing an experimental traffic order to allow taxis through Bank Junction during restricted hours.

There will be 750k to support the cost of installing new signage and enforcement cameras, data collection, monitoring, consultation, and officer time, funded through OSPR.

In total this would take the total funding for the completion of the review and the life of the proposed experiment to a total of £1.4m including costed risk.

Guildhall North and West Wing – Creation of new Shared Collaboration Spaces GW5 270K

Following a review there will be a creation of shared, non-departmental collaboration spaces within current underutilised areas of the Guildhall North wing, for the benefit of occupiers of both North and West wings.

The new spaces will support flexible, hybrid working and enable cross-departmental collaboration in line with operational needs to improve collaboration space – introducing meeting booths, collaborative tables and soft seating. This will be paid for through City fund and City Estate capital allocations for 25/26

Barbican Fire Door Replacement Programme, GW2,250K

This project proposes a programme of works to replace all fire rated doors (including any associated panel surrounds, fanlight windows, refuse cupboards and intake cupboards) within the residential blocks of the Barbican Estate to ensure that they meet the requirements of the current Building Regulations in relation to fire safety. The works will be undertaken in 5 phases starting with the 3 tower blocks as these are considered the highest risk buildings on the Barbican Estate.

This is 250k for GW2, funded from city fund capital receipts. The current estimate for the total cost of this project is £26m, higher than previous estimates so there needs to be a discussion of how this project is funded as the main business case develops.

03/06/2025

P&R Delegated Authority

City of London Corporation Committee Report

Committee(s): Resource Allocation Sub (Policy and Resources) Committee – For decision	Dated: 25/06/2025
Subject: Community Infrastructure Levy Neighbourhood Fund – Applications for Decision	Public
This proposal delivers Corporate Plan 2024-29 outcomes: <ul style="list-style-type: none"> • Diverse Engaged Community • Vibrant Thriving Destination • Flourishing Public Spaces 	
Does this proposal require extra revenue and/or capital spending?	No
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: Simon Latham, Interim Managing Director of City Bridge Foundation	For Decision
Report author: Sheena Etches, Funding Manager, Central Funding and Charity Management Team	

Summary

The City Corporation adopted a Community Infrastructure Levy (CIL) in 2014. National CIL Regulations require that 15% of CIL receipts be reserved for neighbourhood funding. Management of the City of London's Community Infrastructure Levy Neighbourhood Fund (CILNF) process is aligned with the City's existing grant allocation process through the Central Funding & Charity Management Team (CFCMT). Members are asked to make decisions on CILNF Officer Panel recommendations from their meeting in May 2025, and to note the grants approved under delegated authority from February 2025 when this Sub-Committee was in recess.

Recommendations

Members are recommended:

1. To note the current position of the CILNF with respect to funds available.
2. To approve the grant recommended at the meeting of the CILNF Officer Panel in May 2025 (**Appendix 3**): £246,479 to Volunteer Centre Hackney (£122,105 Year One; £124,374 Year Two) to deliver two 2-year strategic programmes - Community Befriending for residents experiencing loneliness and isolation and Volunteering Brokerage to increase volunteering opportunities and grow and strengthen the City of London's voluntary community sector.
3. To note the grants approved under delegated authority whilst this Committee was in recess (**Appendix 4**).

Main Report

Background

1. The City Corporation adopted a Community Infrastructure Levy (CIL) in 2014. National CIL Regulations require that 15% of CIL receipts be reserved for neighbourhood funding. Local authorities are required to engage with communities on how this neighbourhood funding should be used to support development of the area, and are required to report annually on the collection and use of CIL funds, identifying separately the amount of funds allocated to neighbourhood funding. The Community Infrastructure Levy Neighbourhood Fund (CILNF) application process is managed by the Central Funding & Charity Management Team (CFCMT). Community priorities for the CILNF were established in January 2024 through extensive public consultation. Funded applications must meet at least one of the Community Priorities, be delivered within the City of London and benefit City of London residents and/or City of London workers.
2. An Officer Panel drawing expertise from Senior Officers from across City of London services assess applications and provide support to Committee in the consideration of larger applications. The administrative cost incurred in operating the CILNF is recoverable from the 5% of City of London CIL funds allowed to cover such costs in the Regulations.
3. The City of London's CILNF Funding Policy is set out at **Appendix 1**. Since the launch of the City of London's CILNF in September 2020, Members and Officers have worked together to commit £9,978,009 in funding to City communities.

Financial year	Funds committed as at 3.6.2025
2020/21	£484,231
2021/22	£1,906,663
2022/23	£2,982,964
2023/24	£1,606,600
2024/25	£2,766,995
2025/26	£230,556

4. The balance of the General CILNF and Barbican & Golden Lane Neighbourhood Funds as at 3 June 2025 was £8,102,464 with a grant for £246,479 being presented to this Sub-Committee for decision. Since the launch of the new Community Priorities, the CFCMT has been actively undertaking outreach work to support applications from grassroots and community organisations seeking to deliver services in the City of London. The team are currently working with 18 organisations who are in the process of submitting applications with an estimated ask of £1.44m and a further 27 organisations who are developing grant bids for an estimated £960k.

Current Position

5. Management of the City of London's CILNF process is aligned with the City's existing grant allocation process, through the CFCMT. Applications to the CILNF undergo a process of due diligence and assessment by Funding Managers with

detailed financial assessment undertaken by the Charity Finance Team before sign off by the Funding Director. (Details of the assessment process and Funding Officer Panel are provided at **Appendix 2**). Eligible applications are then presented to the CILNF Officer Panel for recommendation or delegated decision. The CILNF Officer Panel comprises of 11 Senior Officers from across the spectrum of CoL Services (Community & Children's Services, Libraries, Environment, Planning, Green Spaces, Town Clerk's, Chamberlain's, EEDI, Culture) and is chaired by the Assistant Director - Planning. At the Officer Panel consideration is given to each proposal's outputs and outcomes, value for money in terms of social, environmental as well as financial value and equality considerations.

6. As agreed at your Sub-Committee on 22 February 2024, CILNF Officer Panel was given delegated authority to approve applications for up to £100,000 with decisions for all applications above £100,000 to be undertaken by this Sub-Committee. This delegation was agreed to keep CFCMT decision-making in line with the increased delegations across CoLC. Importantly, it also allows for the quick (12 week) turnaround of smaller grants to community and grassroots organisations to increase the diversity of applicants to the CILNF programme, with the decision-making for grants for over £100,000 taking up to 6 months. As agreed at your Sub-Committee on 3 February 2025 delegated authority was given to the Town Clerk to consider two specific CILNF applications of £100+k, in consultation with the Chairman and Deputy Chairman whilst this Sub-Committee was in recess.
7. At its meetings in May 2025, the CILNF OP considered a strategic application from Volunteer Centre Hackney that had been developed in collaboration with Officers from Community & Children's Services and are recommending that members approve the application for funding. A full assessment report is available at **Appendix 3**.
8. Volunteer Centre Hackney (VCH) is seeking funding to launch two new bespoke programmes for the City of London to address social isolation and improve the mental health of older residents and those with caring responsibilities and to build a strong volunteer network for the City. Both programmes are strategically important for the City of London. The Community Befriending programme, through its focus on addressing social isolation and improving mental health will substantially contribute to the delivery of the City's Health & Wellbeing Strategy 2024-28.
9. VCH's Volunteer Brokerage programme is also of significant strategic importance, given it will be instrumental in strengthening and ensuring the sustainability of the City's Voluntary & Community Sector. Through a separate CILNF application the City has established the VCSquared Network bringing together voluntary and community organisations working in the City of London and those interested in bringing their services to the City of London. VCH's Volunteer Brokerage is the next step in developing this sector providing local volunteers to increase organisational capacity to meet City based demand for services and activities. The proposal strongly meets the CILNF priority to address the needs of people from disadvantaged backgrounds, minoritised communities, older people, and those living in poverty firstly by supporting City residents who are identified as isolated to access activities and services and

secondly through volunteer development to increase the capacity of the organisations delivering these services.

10. Funding is recommended as follows: £246,479 to Volunteer Centre Hackney (£122,105 Year One; £124,374 Year Two) to deliver two 2-year strategic programmes - Community Befriending for residents experiencing loneliness and isolation and Volunteering Brokerage to increase volunteering opportunities and grow and strengthen the City of London's voluntary community sector.
11. A schedule of the grant decisions that were made under delegated authority by the CILNF OP during this Sub-Committee's recess is available in **Appendix 4** for information.
12. Members should note that during Committee recess two applications over the £100,000 threshold were considered under delegated authority (Ozero Arts and XLP) which had been highlighted at RASC in February as needing decisions before its next meeting in July.
13. In relation to the proposal from Ozero Arts, the CILNF Officer Panel initially recommended a grant over a 3 year period but highlighted some concerns as part of the assessment. Mitigations were recommended which would have required more Officer time spent on managing the grant. The Town Clerk in consultation with the Chair and Deputy Chair of RASC initially rejected the application.
14. After some discussion and given that the project met the criteria of the fund, it was agreed that one year of funding of £85,590 to support the costs of Classical Pride 2025 would be offered subject to various conditions being met. An update on the progress of this grant can be provided at the meeting of the Sub-Committee.
15. In response to the CILNF outreach work there has been a 61% increase in the number of CILNF grants awarded during 2024/25 compared to the previous year and a 72% increase in the total value of funds awarded. This reflects the increase in pre-application advice sessions which have more than tripled each month. The outreach programme is still in full swing and a further increase in the number of funded applications and funds distributed is anticipated with larger, longer-term funding requests to support successful CILNF-funded pilot projects.

Corporate & Strategic Implications

16. **Strategic Plan Implications:** The CILNF can resource community-led infrastructure improvements and activity across the City and contribute towards meeting the four aims of the Corporate Plan 2024-29 - Diverse Engaged Communities, Providing Excellent Services, Vibrant Thriving Destination and Flourishing Public Spaces.
17. **Financial Implications:** The CILNF makes use of that proportion of City CIL monies which are required by statute to be used to assist in the delivery of new infrastructure to meet community needs (15% of CIL funds). The costs of management of the grant application process is met through the 5% of CIL funds set aside by statute to cover CIL administration.
18. **Resource Implications:** None
19. **Legal Implications:** None

20. **Risk Implications:** None

21. **Equalities implications:** The CIL Neighbourhood Fund and revised CILNF Policy have been subject to a full Equalities Impact Assessment. The Equalities Impact Assessment has concluded that there are no adverse impacts arising for equality groups and social mobility. The CFCMT has developed an Equalities Action Plan outlining the actions it will take to improve the positive equalities impact of the CILNF.

22. **Climate implications:** None

23. **Security Implications:** The CILNF fulfils a statutory requirement for the spending of CIL. There are no direct security implications, though future funded projects may bring security benefits.

Conclusion

24. Community Infrastructure Levy legislation requires local authorities to reserve between 15% and 25% of CIL receipts for neighbourhood funding. The CILNF application process is managed by the City Corporation's CFCMT, with the CILNF Officer Panel assessing applications and providing support to Committee in the consideration of larger applications. Members are asked to approve the grant award recommended and note the delegated decisions of the CILNF Officer Panel whilst this Sub-Committee was in recess.

Appendices

- Appendix 1 – CIL Neighbourhood Fund Policy (Nov 2004)
- Appendix 2 – Summary of CILNF grant assessment process & Officer Panel membership
- Appendix 3 – CILNF Assessment Pack May 2025: Volunteer Centre Hackney
- Appendix 4 – CILNF Applications Approved and Rejected under Delegated Authority February 2025 to May 2025 whilst RASC was in recess

Background Papers

Report to Policy & Resources Committee 02/05/2019: City of London Community Infrastructure Levy – Approval of Neighbourhood Fund

Report to Policy & Resources Committee 22/02/2024: Community Infrastructure Levy Neighbourhood Fund – Approval of updated Community Infrastructure Levy Neighbourhood Fund Policy

Sheena Etches

Funding Manager – Central Funding and Charity Management Team

E: sheena.etches@cityoflondon.gov.uk

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Updated through Town Clerk delegated authority 20 November 2024; notified to RASC 11 December 2024; notified to P&R Committee 16 January 2025

City of London

Community Infrastructure Levy

Neighbourhood Fund Policy



City of London Community Infrastructure Levy

Neighbourhood Fund Policy

CIL introduction and legislative background

1. The Community Infrastructure Levy is a charge levied on new development, introduced by the Planning Act 2008. It is intended to help local authorities deliver the infrastructure needed to support development. The power to set a charge came into effect from April 2010, through the Community Infrastructure Levy Regulations 2010, which have subsequently been amended.
2. The City of London Corporation implemented a Community Infrastructure Levy (CIL) for the City of London from 1 July 2014.
3. Further information on the City of London's CIL is available on the City Corporation's website at <https://www.cityoflondon.gov.uk/services/planning/planning-policy/community-infrastructure-levy-cil-and-planning-obligations-s106>

CIL Neighbourhood Fund Requirements

4. Community Infrastructure Levy Regulations require that 15% of CIL receipts should be reserved to enable the delivery of neighbourhood priorities. These receipts should be passed directly to existing parish and town councils where development has taken place. Where a neighbourhood plan or neighbourhood development order has been made 25% of CIL receipts from development in the plan area is reserved for the delivery of neighbourhood priorities as identified in the neighbourhood plan.
5. Where there is no existing parish, town or community council, neighbourhood plan or development order, then the local authority will retain neighbourhood CIL funds, but should engage with communities where development has taken place and agree with them how best to spend the neighbourhood CIL.
6. Within the City of London, there are no existing parish, town or community councils. There is one neighbourhood forum – the Barbican & Golden Lane Neighbourhood Forum. There are no adopted neighbourhood plans or neighbourhood development orders. Given that the City is little over one square mile in area, the City Corporation

considers that it should be regarded as two neighbourhoods for the purposes of collection and spending of CIL Neighbourhood Funds. The City Corporation therefore retains the CIL Neighbourhood Fund and should seek community views on how this Fund should be used.

Community Definition

7. The City of London has a resident population of approximately 8,000 and a daily working population of approximately 513,000 occupying nearly 9 million square metres of office floorspace. For the purposes of the CIL Neighbourhood Fund, 'community' is defined as local residents, City workers and the owners and occupiers of City buildings.

What can the City of London's CIL Neighbourhood Fund be used for?

8. CIL Regulations 59(C) and 59(F) require that the Neighbourhood Fund be used to support the development of the neighbourhood. The scope of projects that can be funded by the Neighbourhood Fund is wider than that for general CIL funds and comprises:
 - a. The provision, improvement, replacement, operation or maintenance of infrastructure; or
 - b. Anything else that is concerned with addressing the demands that development places on an area.
9. This definition is deliberately wide and allows the City Corporation to work collaboratively with local communities to determine priorities and how the Fund should be used.
10. For the purposes of the CIL Neighbourhood Fund the City Corporation considers infrastructure to include the construction, refurbishment, repair, restoration, repurposing, expansion or fit out of new or existing buildings or open space; lighting; public art; street furniture or other physical improvement that enhances the neighbourhood for the benefit of City of London communities.
11. The CIL Neighbourhood Fund can also fund the reasonable on-going maintenance costs of funded infrastructure improvements for up to a maximum of three years from the completion of the infrastructure provided that the maximum grant award of £500,000 is not exceeded and that the maximum five year length of grant award is not exceeded.

12. The CIL Neighbourhood Fund can fund the costs of an Access Audit prior to a subsequent application for infrastructure improvements.
13. CIL Regulations allow greater flexibility in the use of the Neighbourhood Fund compared with other CIL expenditure. Neighbourhood Funds may therefore be used to fund revenue expenditure and activities including events, workshops, celebrations, projects or anything else that addresses the impact of development on the neighbourhood.
14. To avoid creating long term commitments on the Neighbourhood Fund, any requests for revenue funding should be clearly justified, showing demonstrable community benefit, and time limited to a maximum of 5 years.
15. Projects should be delivered within the agreed timescale (maximum 5 years from the date of grant awarded) unless a grant extension is agreed.
16. In recognition of the value in providing continuous and consistent support to City communities through work funded via the CIL Neighbourhood Fund, organisations will be permitted to reapply for funding at the end of a grant to provide funding for up to a maximum of 5 years from the date of the initial grant awarded. Applicants in receipt of 5 years of funding will not be eligible to reapply for CIL Neighbourhood Funding for a period of 12 months. Any organisation seeking to reapply to the CILNF will have to demonstrate a successful track record of delivering positive outcomes for City communities in their previously funded work. The CIL Neighbourhood Fund will need to balance a portfolio of existing organisations and new applicants to the CIL Neighbourhood Fund to ensure that the funds available are not concentrated in a small number of returning organisations.

Community Priorities

17. The City of London's Statement of Community Involvement May 2023 as approved by the Planning and Transportation Committee sets out how the City Corporation will engage with City communities to ensure that consultations are effective, inclusive and open and accessible for everyone.
18. The Statement of Community Involvement (May 2023) section 3.30 states that public consultation should be carried out on a regular basis. The CIL Neighbourhood Fund and consultation are managed within the City Corporation by the Central Grants Unit. The Central Grants Unit should undertake occasional consultation on community funding priorities to

inform changes to the CIL Neighbourhood Fund structure and funding regime. This consultation will take place over a minimum six-week period, with information published on the City Corporation website and information sent to consultees on the City Plan consultee database, plus other interested parties identified by the Central Grants Unit.

19. The City Corporation community consultation on priorities for the use of the City's CIL Neighbourhood Fund undertaken in 2019 identified support for the Fund to be used primarily to deliver infrastructure and services that meet local community identified needs.

20. Community consultation on priorities for the use of the City's CIL Neighbourhood Fund undertaken in 2023 identified support for the Fund to be used for the following priorities and identified needs:

- a) Preserving existing and creating of more green space in the City including estate gardens and support for gardening clubs.
- b) Addressing the needs of people from disadvantaged backgrounds, minoritised communities, older people, disabled people, LGBTQIA+ people and those living in poverty.
- c) Sporting, exercise and health activities including promoting walking and cycling.
- d) Activities and services for children, young people and families.
- e) Making public spaces and services fully accessible for disabled people and the elderly.
- f) Proposals and activities that have been co-designed by engaging the community in the development of the proposal and/or proposals that demonstrate community support.
- g) Mitigating climate change & enhancing biodiversity & wildlife.
- h) Improving street cleanliness.

21. When there are too many strong applications for the Neighbourhood Funds available, determination of applications will consider the extent to which the application meets one or more of the following cross-cutting criteria:

- a. Proposals that enable everyone to flourish and reach their future potential regardless of their socio-economic background.

- b. Proposals that create a greener City by addressing climate change and managing our environment for this generation and generations to come.
 - c. Proposals that ensure community engagement and empowerment in decision making about activities and services offered.
22. A full review of the Neighbourhood Fund, including priorities and governance, will be undertaken at least every 5 years.

Governance Process

23. The City Corporation's CIL Neighbourhood Fund will be allocated following the assessment of eligible applications that meet the assessment criteria for infrastructure projects or activities that take place within the City of London and which benefit City of London communities.
24. The determination of these applications will rest with the City Corporation.
25. The City Corporation will publish details of funded applications on the City Corporation's website at: [CIL Neighbourhood Approved Grants](#).
26. The City Corporation will prepare an annual report for the CIL Neighbourhood Fund as a separate item within the wider annual CIL and s106 monitoring report. The Neighbourhood Fund monitoring will include details of:
- Total CIL Neighbourhood Fund receipts for the reporting year;
 - Total CIL Neighbourhood Fund expenditure for the reporting year;
 - Details of CIL Neighbourhood Fund expenditure for the reporting year, including the amount spent on each individual project;
 - Total CIL Neighbourhood Fund monies remaining.

Application Process

27. The application process will be managed by the City Corporation's Central Grants Unit. Information about the Neighbourhood Fund and how to apply will be posted on the City Corporation's website at: <https://www.cityoflondon.gov.uk/about-us/working-with-community/community-infrastructure-levy-neighbourhood-fund>

28. Applications can be made at any time and should be submitted via an online application form which will be posted on the City Corporation's website at:
<https://citycorporationgrants.my.site.com/fundingprograms/s/funding-program/a028d00000Bp70V/cil-neighbourhood-fund>

Eligibility Criteria

29. CIL Neighbourhood Fund applications will be accepted from the following types of organisation:
- Constituted voluntary organisations and resident associations
 - Constituted business organisations and associations
 - UK Registered charities
 - Registered community interest companies (CIC)
 - Charitable companies (incorporated as not for profit)
 - Registered charitable incorporated organisations
 - Exempt or excepted charities
 - Registered charitable industrial and provident society (IPS) or charitable community benefit society (BenCom).
30. Applicant organisations should have a clear set of governing rules and governing document appropriate to their legal status.
31. Applicant organisations should have a minimum of three unrelated members on their governing body.
32. Applicant organisations are required to provide at least one year's signed, audited or independently examined accounts for the organisation.
33. Applicants should have robust financial procedures in place to ensure that funds are used appropriately. The applicant must have an ordinary business bank account and all cheques from the bank account must be signed by at least two individual representatives of the organisation who are not related to one another and who do not live at the same address.
34. Applications must be for infrastructure or activities that benefit City of London communities and take place within the City of London. Applications should demonstrate City-based support.

35. Applications cannot be accepted from individuals. Individuals who wish to apply for funding should do so through a City-based constituted organisation or group falling into the above definition.
36. Applications will not be accepted from political parties or organisations involved in political lobbying.
37. Applications from City Corporation teams, divisions and institutions will be accepted where they:
 - Have the support of a City-based community group, or
 - Can demonstrate that delivery will meet community priorities, either through consultation with communities, or through an adopted City Corporation strategy which can demonstrate community support.
38. Applicant organisations should have a safeguarding policy that ensures the organisation provides a safe and trusted environment which safeguards anyone who comes into contact with it, including beneficiaries, staff and volunteers. Application organisations seeking funding for activities with or for young people and vulnerable adults must have a robust safeguarding policy in place which outlines procedures, training, incident reporting and safeguarding risks.
39. Applicants in receipt of a rejected application cannot reapply to CIL Neighbourhood Fund for 12 months from the submission date of the rejected application.
40. Applicants may have no more than one active CIL Neighbourhood grant at any time.
41. Applications for infrastructure funding to mitigate the direct impacts of specific development will not be accepted. Such mitigation should be delivered as part of the development process and funded through s106 Planning Obligations.
42. Applications to fund projects which are already in receipt of other City CIL funding, s106, or s278 funding for site specific mitigation will not normally be accepted.
43. Applicant organisations who have received five year's funding will be subject to a fallow period of 12 months before they can reapply for CIL Neighbourhood Funding. The start of funding will be measured from the date of first grant awarded. Continuous funding will be considered as funding in each of the five calendar years from the date of grant awarded irrespective of short gaps between the allocation of

continuation grants. The 12 month fallow period will be measured from the date of approval of the applicant's Year Five Information & Learning End of Project report.

Application Advice

- 44. The Central Grants Unit provides pre-application advice and support to applicants. The Central Grants Unit will also provide feedback to unsuccessful applicants. Requests for advice should be emailed to grants@cityoflondon.gov.uk
- 45. The Central Grants Unit cannot provide assistance with project management or delivery of schemes funded through the Neighbourhood Fund.

Assessment Criteria

- 46. Applications should demonstrate that funding will be used to meet the Regulatory requirements for CIL funding set out in Community Infrastructure Levy Regulations, namely to support the development of the area by:
 - d. the provision, improvement, replacement, operation or maintenance of infrastructure; or
 - b. anything else that is concerned with addressing the demands that development places on an area.
- 47. Applications should evidence of the feasibility, deliverability and sustainability of the project.
- 48. Applications should set out clear timescales for delivery.
- 49. Applications for infrastructure projects should have obtained all necessary planning and other consents prior to the release of funding.
- 50. Applications should not include expenditure for any spending commitments made before the date of grant awarded.
- 51. Applicants should not apply to CLINF for any part of a project that is already funded.
- 52. Applications that include a request for funding towards a post where the post holder will work more than 17.5 hours per week must submit a job description to outline the key roles and responsibilities of the post, the hours, the pay rate/salary.

53. We are a Living Wage Friendly Funder. Any post paid for in full or part by a grant must be paid the London Living Wage as a minimum.
54. Applications for funding to support infrastructure and projects should specify the activities (outputs) that will be delivered and the differences (outcomes) that will be achieved as a result of delivering the project. Applicants should submit a monitoring framework with measurable targets that sets out how the organisation will track progress against intended outputs and outcomes.
55. Applications for funding in excess of £100,000 should demonstrate how the project will deliver value for money, including through the identification of any contributory or match funding. This can include contributions in time or expertise, for example, where a local community delivers infrastructure improvements themselves, but is not necessary for a successful bid.
56. Applications for infrastructure projects in excess of £100,000 should seek three quotes for all elements of intended work/materials over the value of £10,000. Submission of original quotes may be requested during the assessment process. Applicants should indicate which quote they consider represents best value for money. When assessing value for money the City Corporation will consider environmental value, social value as well as financial value.
57. Applications for the realisation of infrastructure projects of £100,000 or more should usually evidence that an access audit has been undertaken in relation to the proposed project and that its recommendations have informed the submitted proposal.

Value of Bids

58. The minimum value for applications to the CIL Neighbourhood Fund is £10,000, with the exception of applications for the funding of access audits for which there is no minimum. Applicants seeking smaller grants should consider applying to the City Corporation's Stronger Communities Fund: <https://www.cityoflondon.gov.uk/about-us/working-with-community/central-grants-programme/stronger-communities>
59. The maximum grant awarded from the CIL Neighbourhood Fund is £500,000.
60. The total value of any grant/s awarded or consecutive grants awarded to the same applicant organisation cannot exceed £500,000 within any

5 year (60 month) period measured from the date of grant awarded of the initial grant to the applicant organisation.

Awards Process

61. The determination of applications will be made through a combination of officer delegation and Committee approval, depending on the financial value of the application.
62. Funding applications for under £100,000 will be determined by City Corporation officers under delegated authority. Decisions should normally be made within 12 weeks of the receipt of a valid application.
63. Decisions taken under delegated authority will be reported to the Resource Allocations Sub-Committee.
64. Applications for £100,000 and over will be considered by the City Corporation's Resource Allocation Sub-Committee, normally on a quarterly basis. Applications will be considered as items in the public part of the meeting agenda. Decisions should normally be made within 6 months from the receipt of a valid application.
65. Where a grant has been awarded for revenue expenditure, applicants have up to one year from the date of the grant letter in which to begin to draw down funds. Where a grant has been awarded for capital expenditure, applicants have up to two years from the date of the grant offer letter in which to draw down funds. The grant offer may be revoked where the grant is not drawn down as outlined above unless an alternative timescale has been agreed in writing. The City Corporation will monitor delivery of projects, including taking action to ensure that projects are delivered on time, or seek to recover funds if projects do not proceed within agreed parameters.
66. Applicants who withdraw their application during the assessment process may reapply to the CIL Neighbourhood Fund at any time.

Complaints Process

67. Any applicant wishing to complain or express dissatisfaction about the conduct, standard of service, actions or lack of action by the Central Grants Unit during the assessment of their application should follow the City of London's simple three-stage procedure outlined on the Corporation's website at: [Feedback - City of London](#). At Stage 1 complainants should contact grants@cityoflondon.gov.uk upon which their complaint review will be undertaken by the Head of Central Grants

Unit. A full response should be provided within ten working days. At Stage 2 a complaint review will be undertaken by the Chief Officer of the Department or a nominated Senior Officer (Chair of CILNF Officer Panel). A full response should be provided within ten working days or the complainant will be advised of any delay At Stage 3 complainants should contact complaints@cityoflondon.gov.uk upon which a complaint review will be undertaken by the Town Clerk & Chief Executive or a Senior Officer acting on his/her behalf. A full response should be provided within ten working days or the complainant will be advised of any delay.

Summary of CILNF grant assessment process

Pre-application advice

- All applicants offered at least one 30-45 minute 1:1 advice session.
- Provision of CoL related statistics to help inform likely project demand.
- Introductions to relevant CoL Officers, CoL networks and potential partner organisations.

Eligibility check

- Applicant eligibility checked against fund criteria including: previous rejections; current grantee status; organisation type, UK registration; constitution; dissolution and asset lock; number of trustees; banking arrangements; location of activity.

Due diligence & CoL Officer input

- Committee membership; applicant charitable objects/purpose; registration with appropriate regulatory body; CIC persons with significant control; trustee churn; first gazette/dissolution history; safeguarding policy; funding history; risk register review; controversies; job description review; London Living Wage employer; comments requested from relevant CoL officers/services.

Financial review

- Independently verified accounts; income/exp trend; project costs/ineligible costs; other funding, in-kind income, earned income; assessment of latest signed accounts; balance sheet review; calculation of free unrestricted reserves; going concern & review of financial forecasts; split of reserves; costs of fundraising; any payments to trustees.

Assessment Interview

- Project beneficiaries; safeguarding procedures, training & recent incidents; management accounts review; proven demand for project; community benefit; value for money (financial, environmental, social value); project timeline; outputs and outcomes; fund priorities; monitoring & evaluation framework and methodology; duplication of services; EEDI considerations; skills and resources to deliver project; premises fit for purpose; relation to other programmes in the sector/location.

Follow-up and additional information

- Further information requested in relation to assessment interview including possible revised budget, revised M&E framework.

Independent Reference

- For new applicants a referee interview is undertaken.

Draft Assessment Report

- Covers organisation background, proposal, financial review, value for money and draft recommendation.

Charity Finance Team Review

- Significant movement of cash; financial stability; fixed assets; overdrafts, loans and payments due; adequate working capital.

External comments (2 weeks)

- Ward Councillor comments sought for all Ward specific applications.
- Neighbourhood Forum comments sought for applications specific to designated area.

Final Assessment Report and sign off

- Assessment updated to incorporate external comments and sent for review/sign off by Head CFCMT.

CILNF Officer Panel review

- Held monthly papers required 1 week in advance

RASC decision applications £100k+

- Held 6 times/yr papers required 2 weeks in advance

Grant offer and terms and conditions issued

CILNF Officer Panel Membership

Department/Service	Role
Environment	Assistant Director for Policy and Strategy – Built Environment
Environment	Group Manager (Business Development & Development Management)
Environment	Policy and Projects
Community & Children's Services	Head of Strategy & Performance
Environment	Environmental Health Technician
Chamberlain's	Head of Finance
Corporate Strategy & Performance	Equalities Director
Culture Team, Town Clerk's	Head of Offer – Cultural & Visitor Development
Environment	City Gardens Manager
Community & Children's Services	Head of Barbican and Community Libraries
Town Clerk's	Policy Officer



Community Infrastructure Levy Neighbourhood Fund

Assessment Pack – May 2025

Volunteer Centre Hackney (26104)

COMMUNITY INFRASTRUCTURE LEVY NEIGHBOURHOOD FUND

Volunteer Centre Hackney (ID 26104)

Amount requested: £296,831

Amount recommended: £246,479

Purpose of grant request: To deliver two 2-year strategic programmes - Community Befriending for residents experiencing loneliness and isolation and Volunteering Brokerage to increase volunteering opportunities and grow and strengthen the City of London's voluntary community sector.

Type of cost: Revenue

Ward(s) benefitting: All

Neighbourhood Area(s) benefitting: n/a

The Applicant

A registered charity (1068104) established in 1997, Volunteer Centre Hackney (VCH) promotes volunteering and skills-sharing, and engages in capacity building for effective volunteering in the borough of Hackney, as well as providing leadership and best practice guidance on all issues relating to volunteering. VCH aims to build social cohesion, boost mental wellbeing, improve employment outcomes for residents and reduce social isolation through delivery of a range of services that support people to build their skills, confidence and wellbeing through coming together and sharing their time supporting organisations and activities in the community. 'Volunteer Brokerage' is VCH's core service, matching local people with organisations that need people to help deliver their work. Since 1997 VCH has supported 22,000+ residents to share their skills, knowledge and experience through volunteering within their community and provided over 500 organisations with volunteer recruitment support. VCH's 'Step Up' is tailored brokerage, supporting people with mental health issues to participate in volunteering and employment. 'Together Better' and 'Our Place' are place-based resident engagement programmes on estates and GP practices. 'Community Befrienders' matches volunteers with socially isolated residents, providing a crucial social lifeline through face-to-face visits. 'Community Health Champions' is a partnership with Public Health, to recruit and train residents to share health messages. 'Neighbourhoods/MATCH' are resident engagement and co-production partnerships with the NHS to engage residents to co-design service improvements. VCH holds the nationally recognised Volunteer Centre Quality Accreditation mark for best practice in delivering volunteering infrastructure services.

Background and detail of proposal

VCH is seeking initial two-year funding to launch 'Community Befriending' and 'Volunteering Brokerage' programmes for the City of London. Dr Roger Greene's 'Social Isolation in the City of London' report (2019) identified that approximately 31% of social housing residents in the City of London experience forms of loneliness and social isolation. Residents aged 65+ in the majority of City of London wards are at considerable risk of loneliness (English Longitudinal Study of

Ageing). Furthermore, City of London residents with caring responsibilities are at particular risk of loneliness (Health and Wellbeing Peer Research 2021-22). There are 496 unpaid carers living in the City (Census 2021), and unpaid carers are amongst people experiencing the most severe to moderate depression. 30% of carers say their mental health is bad or very bad (Carers UK State of Caring 2022). This research has informed key priorities in the City of London's recently published Health and Wellbeing Strategy 2024-28 - namely 'increasing social connection and reducing isolation' and 'improving mental health' – and also the City Carers Strategy 2023-27 which prioritises 'improving carers' health and emotional wellbeing'.

VCH's Community Befriending (CB) programme will support City of London residents and carers experiencing social isolation and poor mental health, through providing companionship and support to engage with, as well as links to, meaningful local activity. VCH will recruit, train and support volunteer Befrienders, and match them to at least 80 isolated City residents, in particular unpaid carers, living with complex mental and physical health issues which have a significant detrimental effect on their ability to socialise and feel part of their community. Matched according to their interests, languages and experiences, Volunteer Befrienders will provide weekly in-person visits, providing practical and emotional support and encouragement to their befriender to work together towards agreed goals, including leaving their homes, attending community groups, taking public transport, going for walks, or just having conversations with another person. Through initial assessment and through Befrienders alerting VCH to arising issues, the programme will also support the prevention of further physical and mental health deterioration from providing practical advice on how to obtain support with a Personal Independence Payment or preventing someone's eviction through housing advice, to contacting the community mental health team when someone is not taking their medication or is having suicidal ideation. The programme will work with people from all over the City of London, but will pay particular attention to the east where the Portsoken ward has been identified as amongst the top 20% in the country for levels of deprivation, and people in the north end of the Cripplegate Ward who are at high risk of loneliness. (Age UK Loneliness Maps).

Over the pilot two years, VCH expect to improve the mental health and increase social connections of at least 68 of a cohort of 80 City of London residents building the resilience of service users and improving their quality of life enabled through the formation of trusting long-term relationships. Whilst Social Prescribing and City Connections services can support people with information on community activities, the new Community Befriending service will support isolated residents who need longer term encouragement to overcome mental health difficulties, language and mobility barriers in order to engage. Training for Community Befrienders will include boundaries, active listening and communication skills, dementia awareness, lone working, confidentiality, mental health, processes for raising concerns and how to alleviate negative thinking. VCH will also offer monthly reflective clinical supervision for Community Befrienders and make regular calls to both parties.

Through experience of running a Community Befriending programme in Hackney, VCH knows that many befrienderes will be 'housebound', through physical disability or poor mental health, most are likely to be older people and include residents with

dementia. Drawing on this experience Befrienders will support service users to engage with services and activities that improve mobility and wellbeing. Developed in consultation with the City Carers Community, the Community Befriending programme will also specifically target the City's carers, who struggle with isolation and poor mental health through the provision of volunteer "sitters" allowing precious respite (2-3 hours) for the main carer whilst their loved one is supported. VCH is exceptionally well placed to deliver the Community Befriending programme having strong relationships with local services that will act as referral agents (Adult Social Care, Occupational Therapists, City and Hackney Carers Centre, Age UK East London and Age UK City, Toynbee Hall, City Connections, IMAGO - Carers Support Service, City Advice) and the Neaman GP Practice, where VCH delivers 'Together Better' social prescribing and has established City Health Champions.

VCH's second strategic initiative is to support the City's emerging Voluntary Community Sector (VCS) through the establishment of Volunteering Brokerage to support City residents and CoL Corporation workers to find, apply for and sustain volunteering activities that will benefit both them as individuals, and strengthen their community. The benefits of volunteering are multiple. It connects people with each other and with their local community, builds confidence and wellbeing, and leads to greater resilience. Organisations that rely on volunteers gain a much-needed resource to help deliver their services. The result is stronger and more cohesive local communities based on mutual support, with programmes that meet community needs. Individuals who volunteer benefit from improved wellbeing, mental health and self-confidence.

VCH will support both City based community groups to develop new volunteer roles for residents and CoL Corporation employees, provide volunteer management guidance and work with VCSquared Network. Outreach for volunteer brokerage will be undertaken at libraries, community centres, shops and markets and VCH will deliver estate-based resident-led volunteering by linking with Residents Associations. Support will be tailored so that any resident or CoLC employee, whatever their background, skills and circumstances, can meet their own personal goals and pursue interests. As part of its facilitation of the service, VCH will develop a database of City-based volunteering opportunities, and offer support to residents and CoLC employees to secure suitable and appropriate placements. Over two years, VCH will support at least 200 volunteer placements (75 in Year 1, 125 in Year 2) in City of London across an estimated 45 community organisations.

The new proposed Volunteer Brokerage service has been developed in consultation with the City Corporations' Volunteer Manager to integrate the new offer. Key opportunities include: advertising City Corporation volunteer roles on the brokerage database, supporting volunteer management best practice, and actively promoting roles such as Youth Parliament and City Youth Forum through targeted marketing. The new Volunteering Brokerage programme will be open to all residents, but will offer additional 1:2:1 brokerage support to those who need it such as residents with mental health issues. VCH will work closely with VCSquared Network (a CILNF funded VCS development programme delivered by Hackney CVS, to map and support City community organisations) who VCH will support with volunteer recruitment and management – a vital next strategic step in developing the capacity

and resilience of the City's VCS services and activities.

Value for Money

VCH's pilot programmes will lead to significant long-term positive social outcomes reducing the social isolation of vulnerable City residents by engaging them in activities across the City's growing VCS offer itself strengthened through the development of a strong volunteer pipeline that increases the capacity of the VCS services and activities offered. In purely economic terms the 200 volunteer placements are estimated to provide 18,200 volunteer hours (average 6 month placement for 0.5 days/wk) worth £252,070 (if paid at London Living Wage). By working through VCH, City participants will have access to VCH's separately funded 'Step Up' programme that can offer personalised support to volunteers with mental health difficulties, including wellbeing workshops, employability skills and training; VCH's 'Together Better' programme of peer support groups, arts and crafts, walking and gardening sessions; and VCH's 'Our Place' programme that supports residents on estates to lead their own community activities. The programmes will benefit from best practice developed through VCH's delivery of similar services in Hackney, associated training and database infrastructure. The programme will add value through preventing situations worsening, hospital admissions or incurring large repair or care costs through Community Befrienders encouraging service users to address deteriorating health issues including suicidal thoughts and practical housing issues, which they may be ignoring.

Financial Information

VCH's services and related income has been growing with annual income increasing to £1,136,460 in 2023/24 and a surplus of £30,285. VCH income is largely restricted generated from a range of contracts and grants including contributions from Hackney Council, Public Health, National Lottery Community Fund, North East London Integrated Care Board alongside contributions from business partner The Depository Trust & Clearing Corporation. At end March 2024, VCH held unrestricted funds of £113,769 slightly below their stated reserves policy to maintain reserves at a minimum of 15% of annual costs. Management accounts for 2024/25 and future projections show a small increase in reserves. There are no concerns in relation to financial viability of the organisation for the duration of the grant.

Year end as at 31 March	2024 Signed Accounts £	2025 Management Accounts £	2026 Budget £
Income & expenditure:			
Income	1,136,629	1,197,843	1,166,213
Expenditure	(1,106,344)	(1,226,494)	(1,209,181)
Surplus/(deficit)	30,285	(28,651)	(42,968)
Reserves:			
Total restricted	142,478	100,287	47,625
Total unrestricted	113,769	127,309	137,003
Total reserves	256,247	227,596	184,628
Of which: free unrestricted	113,769	127,309	137,003
Reserves policy target	165,952	183,974	181,377
Free reserves over/(under) target	(52,183)	(56,665)	(44,374)

Recommendation

VCH is seeking funding to launch two new bespoke programmes for the City of London to address social isolation and improve the mental health of older residents and those with caring responsibilities and to build a strong volunteer network for the City. Both programmes are strategically important for the City of London. The Community Befriending programme, through its focus on addressing social isolation and improving mental health will substantially contribute to the delivery of the City's Health & Wellbeing Strategy 2024-28. VCH's Volunteer Brokerage programme is also of significant strategic importance, given it will be instrumental in strengthening and ensuring the sustainability of the City's Voluntary & Community Sector. Through a separate CILNF application the City has established the VCSquared Network bringing together voluntary and community organisations working in the City of London and those interested in bringing their services to the City of London. VCH's Volunteer Brokerage is the next step in developing this sector providing local volunteers to increase organisational capacity to meet City based demand for services and activities. The proposal strongly meets the CILNF priority to address the needs of people from disadvantaged backgrounds, minoritised communities, older people, and those living in poverty firstly by supporting City residents who are identified as isolated to access activities and services and secondly through volunteer development to increase the capacity of the organisations delivering these services. Funding is recommended as follows:

£246,479 over 2 years (£122,105 Year One; £124,374 Year Two) to deliver two 2-year strategic programmes - Community Befriending for residents experiencing loneliness and isolation and Volunteering Brokerage to increase volunteering opportunities and grow and strengthen the City of London's voluntary community sector.

Appendix 3 - Grants Approved and Rejected under Delegated Authority whilst RASC was in recess February to May 2025

Applicant	Description	Decision
XLP (26072)	£173,775 support towards XLP's Employability Programme across 2 years – helping young Londoners into long term employment. Funding was proposed to support salaries of a Ready to Work Manager, Young Leaders Manager, Apprentices & Apprentice Manager to deliver three strands: Young Leaders, Ready to Work and the Apprentice Programme. Rejected due to the request being a significant funding increase following three years of CILNF funding previously awarded and because a significant proportion of beneficiaries would be from outer Boroughs and therefore ineligible for CILINF funding coupled with CoL having no 16-18 year old NEETS at the time of assessment and therefore no eligible beneficiaries for this project.	Rejected through delegated decision by Town Clerk in consultation with Chair & Vice Chair
Ozero Arts (26972)	£85,590 to support Classical Pride Festival 2025 in the City of London, funding is conditional on written approval from the Ozero Arts Board of Trustees that they are reviewing and implementing accountancy changes to be checked and signed off by the Head of the Central Funding and Charity Management Team.	Approved through delegated decision by Town Clerk in consultation with Chair & Vice Chair
Family Emotional Wellbeing Project (25411)	£13,810 across 12-months to support room rental costs for group therapeutic sessions and wellbeing workshops (including Eating Stories), supervision and safeguarding training and DBS checks for volunteers. FEWP's mental health support and wellbeing provision to the Latin American community in the City of London will offer weekly individual and group counselling sessions, twice weekly wellbeing workshops, weekly dance movement therapy sessions plus an Eating Stories workshop.	Approved
Global Healthcare Projects (25912)	£78,189 across 12 months to deliver Our Big Biome in the City of London supporting festival costs and a part-time Community Outreach Co-ordinator. Global Healthcare Projects' London launch of Our Big Biome brings a national health festival featuring interactive workshops, festival zones, community compass and education activities tailored to underserved communities within the City.	Approved
Inter-generational Music Making (25941)	£25,845 over 13 months to establish two Intergenerational Music Community Hubs in the City of London (Golden Lane Community Centre and Artizan Street Library), fostering community cohesion and addressing loneliness and social isolation through 36 music/creative sessions for all ages at each hub plus an integrated volunteer training programme. Local stakeholder meetings will align hub activities with local need and promote provision to potential referral agents.	Approved
Ramadan Tent Project (26793)	£44,422 for the event costs of an Open Iftar at the Guildhall during Ramadan 2025. RTP has over a decade of experience delivering Open Iftar events during the month of Ramadan. Having established events in the City over the past couple of years including at the Guildhall, they have proven to be well-received, an opportunity to celebrate the diversity within the City and a chance to bring the community together.	Approved
Thames Festival	£96,960 over two years (Year One £21,050; Year Two £75,910) towards Thames Festival Trust's 'Turning the Tide' - a cultural engagement programme for City of London children, young	Approved

Trust (26783)	people, disabled and SEND groups taking place on and along the City-stretch of the River Thames and exploring perceptions of climate change and disability through the delivery of co-designed workshops, public exhibition and major public artwork by Catherine Yass in partnership with Graeae.	
Shoreditch Trust (26101)	£97,030 (Year One £77,612; Year Two £19,418) funding towards 'We Connect in the City' a two-year programme of co-designed and co-delivered creative and wellbeing activities plus local service and support signposting for City of London adults and young families at Aldgate Centre. 'We Connect' will embed the work of Shoreditch Trust (ST) in the City focusing on people who are living with mental health issues, long term health conditions and disability, who are socially isolated, women who are pregnant, vulnerable and their young families. By basing 'We Connect' in the East of the City, ST will ensure the programme benefits Portsoken and Aldgate residents living in social housing who experience high levels of deprivation, and have the highest prevalence of long-term health conditions in the City.	Approved
Portsoken Activities Group (26882)	£28,105 (Year 1 £8,915; Year 2 £9,361; Year 3 £9,829) towards community activities for residents of Portsoken over three years 2025 to 2027 to increase community cohesion and reduce social isolation: Eid celebration, Picnic on Aldgate Square, Podium Party, Family Fun Day and Kids Halloween Party.	Approved
Marsm (26039)	£62,616 across six months to deliver Marsm presents: A Season of Arabic music and culture for the residents of the City of London. Funding will cover venue costs, artists, school workshops, project coordinator, logistics, marketing and provide free and low-cost ticket options. Through its programme of live concerts, cultural events, tours, screenings and discussions, MARSM aims to challenge the mainstream representation, and exposure of artists from Southwest Asia and North Africa and their diasporas. MARSM has designed a schedule of events to involve 1,500 City residents and workers across the Square Mile increasing cultural cohesion and ensuring access and inclusion for all.	Approved
Care to Dance (26632)	£22,500 across one year to fund a dance programme for disadvantaged young people in the City of London, supporting them to feel a sense of belonging, freedom and connection covering dance teacher costs, venue hire, travel and leadership training costs. Care to Dance's programme will support City of London's young people with a social worker, care experienced young people, young people who have SEND needs, young carers and Unaccompanied Asylum-Seeking Children providing weekly dance classes and celebration events. Care to Dance will also offer an opportunity for young people to complete their Level 1 and 2 Dance Leadership Qualifications, accredited by Leadership Skills Foundation.	Approved
London Youth Choirs (26179)	£22,435 across six months to deliver 'Singing in the City 2025' reaching residents, workers and communities. Through these events, residents and city-workers will have the opportunity to experience inclusive, high-quality concerts, pop-ups and workshops providing an opportunity to interact with the City and City-spaces in new ways. As well as benefitting the London Youth Choir members.	Approved

MRS Independent Living (26970)	<p>£37,415 over 12 months to help older people in the City keep active, avoid falls, and live safely and well at home through the provision of Staying Steady Falls Management Exercise classes for older people over 55 at Portsoken and Golden Lane Community Centres, piloting City Dudes exercise classes targeting older men (over 50) who are at risk of social isolation and loneliness with a particular focus on older men who are living on low incomes and Making Room trauma-informed decluttering support providing therapeutic and practical support for at least 8 people with moderate hoarding behaviour.</p>	<p>Approved</p>
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Agenda Item 6

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Committees: Resource Allocation Sub Committee for information	Dates: 25 June 2025 Click here to enter a date.
Subject: Mansion House - Air Source Heat Pump & Photovoltaic Prelims (Climate Action Strategy) Unique Project Identifier: 64800019	Gateway 3/4: Options Appraisal (Regular)
Report of: City Surveyor Report Author: Adam Fjaerem	For Information
PUBLIC	

1. Status update	<p>Project Description: To design and install an Air Source Heat Pump (ASHP) and Photovoltaic (PV) installation onto the roof of the Mansion House to provide the building with heating, hot water and self-generated electricity.</p> <p>The project team are currently finalising all required documentation with the Planning Permission and Listed Building Consent application being submitted in June 2025. A Pre-planning application is in progress and near completion with regular engagement from the City of London Corporation Planning department and Historic England.</p> <p>The scope of the project has widened due to a requirement to structurally enhance the Mansard roof above the staff bedrooms. This will include new steelwork to support the additional weight, and vibrations, from the ASHP.</p> <p>These staff bedrooms were added to the house in 1930 and most recently refurbished in 1991-3. The Cyclical Work</p>
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	<p>Programme (CWP) has funding in place to provide repair and resurfacing to this roof to prevent water penetration but the steel structural requirements of the ASHP exceed the scope of the CWP works. The steel installation roof works will be led by the ASHP project team with guidance from the minor projects team through their approved architects, structural engineers and delivery team.</p> <p>In addition, the UK Power Networks (UKPN) owned substation in the cellar of the Mansion House has a capacity of 500kVA of which 250kVA is assigned to the Mansion House with the remaining capacity assigned to surrounding buildings.</p> <p>When the building has the ASHP installed it will require 483kVA capacity. Therefore, UKPN are to be instructed to upgrade this substation to remove the requirement to supply the surrounding buildings and make it exclusively for the Mansion House electrical requirements.</p> <p>Finally, this project will require statutory compliance under the new Building Safety Act (BSA). This requirement will be monitored and reported by an independent consultant.</p> <p>Climate Action Strategy (CAS) Funding is being allocated to pay for the additional design works for the roof, the UKPN substation upgrade works, the prelims and the costs of BSA requirements.</p> <p>RAG Status: Green (Green at last report to Committee)</p> <p>Risk Status: Medium (Medium at last report to committee)</p> <p>Total Estimated Cost of the addition design works and the substation upgrade (excluding risk): Estimated cost for these addition works is £250k.</p> <p>Total Estimated Cost of Project (excluding risk): Estimated total cost of the installing the ASHP and PV onto the building is £3M</p> <p>Change in Total Estimated Cost of Project (excluding risk): £1.5M</p> <p>Spend to Date: £60k on pre-planning and planning permission application.</p> <p>Costed Risk Provision Utilised: £25k (of which £0 has been drawn down since the last report to Committee).</p>
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	Slippage: The Decarbonisation Gateway 2 paper sets out the whole programme, of which this is one element of one project.										
2. Next steps and requested decisions	<p>Next Gateway: Gateway 4,5: Funding request for ASHP and PV if planning permission is awarded. This project will be greater than £1M and so will return to committee rather than seeking approval via delegated authority.</p> <p>Next Steps:</p> <ul style="list-style-type: none"> • Instruct UKPN works to upgrade substation. • Instruct Vital Energi roof design team to design the structurally enhanced roof and check the ability of the building to support the additional weight of the roof and the ASHP. • Instruct Vital Energi to raise supply orders with their BSA subcontractors. • Submit the full Planning Permission Application and Listed Building Consent. <p>Requested Decisions:</p> <p>No decision required as paper For Information Only.</p>										
3. Resource requirements to reach next Gateway	<p>The following sets out the budget for information only.</p> <p>Total estimated cost to cover roof design prelims, UKPN substation upgrade and costs to ensure statutory compliance under the new Building Safety Act including costed risk: £300,000 (including a costed risk budget of £50,000).</p> <p>This will be funded by CAS Year 5 Plan.</p> <table border="1"> <thead> <tr> <th>Item</th><th>Reason</th><th>Funds/ Source of Funding</th><th>Cost (£)</th></tr> </thead> <tbody> <tr> <td>Fees: UKPN substation upgrade. Prelims for roof design and BSA statutory compliance.</td><td>Compliance</td><td>CAS Year 5 Plan budget. (this paper, GW3-4 approved budget drawdown)</td><td>250,000</td></tr> </tbody> </table>			Item	Reason	Funds/ Source of Funding	Cost (£)	Fees: UKPN substation upgrade. Prelims for roof design and BSA statutory compliance.	Compliance	CAS Year 5 Plan budget. (this paper, GW3-4 approved budget drawdown)	250,000
Item	Reason	Funds/ Source of Funding	Cost (£)								
Fees: UKPN substation upgrade. Prelims for roof design and BSA statutory compliance.	Compliance	CAS Year 5 Plan budget. (this paper, GW3-4 approved budget drawdown)	250,000								

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	Cost risk provision budget	Compliance	CAS Year 5 Plan budget. (this paper, GW3-4 approved budget drawdown)	50,000
	Total			300,000
	<p>Costed Risk Provision requested for this Gateway: £50,000 to cover any addition costs that may come about through the roof design.</p>			
4. Overview of project options	Not applicable as for information only			
5. Recommended option	Not applicable as for information only			
6. Risk	<p>Roof replacement prelims cost: That planning permission is refused making the design redundant.</p> <p>UKPN Substation: That planning permission is refused making the increase in capacity unnecessary. However, this is not thought to be a risk as electric consumption of the building will only increase over time with electrification of the cooking equipment and future electric heating.</p> <p>Building Safety Act: That planning permission is refused making the compliance redundant.</p> <p>Or, that delays, and/or not receiving approval, from the Building Safety Regulator, requiring further design, cost and programme delays</p> <p>Reputational Risk lies with the publicity potentially associated with this planning permission application from local, national and building/architectural/heritage media. There could be negative impact against the City of London Corporation planning department if the planning permission is refused, or against the City of London Corporations commitment to achieving its climate goals if planning is awarded, but then not proceeded to installation, due to the costs outlined above.</p> <p>Health and safety: the prelims for the roof design will be mainly desk based with some site visits and as such there are negligible</p>			

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	<p>risks from electrical, hot works and other related works within the building.</p> <p>Costed Risk Provision requested for this Gateway: £50,000 to cover any variations which may be required following planning permission submission.</p>
7. Procurement approach	<p>City of London Corporation have an existing Call-off-Contract with Vital Energi under GLA's Re:fit framework, for which Vital Energi (the Service Provider) will provide a range of services including High Level Assessments, Investment Grade Proposals and Works Contracts to carry out Energy Efficiency Measures under an Energy Performance Guarantee.</p> <p>Vital Energy have undertaken surveys of Mansion House and issued CoL with an Investment Grade Proposal (IGP) in accordance with their contract. The IGP sets out the firm costs, guaranteed savings and Measurement and Verification (M&V) plan for the works.</p> <p>The planning permission application falls under this call off contract and Vital Energi will undertake all the requirements of this paper.</p>

Appendices

Appendix 1	Project Coversheet
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Contact

Report Author	Adam Fjaerem
Email Address	adam.fjaerem@cityoflondon.gov.uk
Telephone Number	07871 107 902

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Project Coversheet

[1] Ownership & Status

UPI: TBC

Core Project Name: Climate Action Strategy (CAS) – Capital Delivery Programme for Operational Buildings: Mansion House, Carbon Reduction Measures.

Programme Affiliation: Climate Action Strategy (CAS) – Capital Delivery Programme for Operational Buildings

Project Manager: Adam Fjaerem

Definition of need: this project is part of the 'Climate Action Strategy (CAS) – Capital Delivery Programme for Operational Buildings' which aims to deliver reductions in the carbon emissions of our operational buildings in support of the City Corporation's net zero goal as set out in our Climate Action Strategy.

Key measures of success:

1. UKPN substation dedication
2. Roof design signed off by all stakeholders.
3. Building Safety Act (BSA) compliance.
4. Completed within budget.

Expected timeframe for the project delivery: Completion by Dec 2025.

Key Milestones:

Jun 25:	<ul style="list-style-type: none"> For Information Only GW3-4 for main works noted.
Jun 25:	<ul style="list-style-type: none"> Instruct works agreement
Jul 25:	<ul style="list-style-type: none"> Contractor mobilisation, supply orders raised, commence installation.
Dec 25	<ul style="list-style-type: none"> Complete substation dedication. Complete roof design Compliance with BSA

Are we on track for completing the project against the expected timeframe for project delivery? Y

Has this project generated public or media impact and response which the City of London has needed to manage or is managing?

No.

[2] Finance and Costed Risk

Headline Financial, Scope and Design Changes:

'Project Proposal' GW2 report (as approved by P&R 15/12/2022):

A GW2 paper titled 'Climate Action Strategy (CAS) – Capital Delivery Programme for Operational Buildings' was Approved by P&R. This paper set out the specific projects that formed the programme and would be submitted for approval through

a series of subsequent separate gateway papers. Appendix 1 of this paper set out a list of the proposed projects for the scope of the programme. This includes several Energy Conservations Measures (ECM) identified at The Mansion House of which two (ASHP and PV array) require planning permission before proceeding.

This For Information Only paper details expenditure required to facilitate this project whilst the planning application is being considered.

'For Information only' GW3-4 report:

- Total Estimated Cost (excluding risk): £3M.
- Resources for this For Information Only paper (excluding risk): £250k.
- Spend to date: £60k.
- Costed Risk (pre-mitigation) for this For Information Only paper: £50k.
- CRP Requested: £50
- CRP Drawn Down: £0
- Estimated Programme Dates:
 - June 2025 Instruct UKPN works to upgrade substation.
 - June 2025 Instruct Vital Energi roof design team to design the updated roof to support the ASHP.
 - June 2025 Instruct Vital Energi to raise supply orders with their BSA subcontractors.
 - June 2025 submit full planning permission and Listed Building Consent application.

Total anticipated on-going commitment post-delivery [£]: 0.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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