

Committee: Policy & Resources Committee – for information	Date: 08 April 2021
Subject: Decisions taken under delegated authority or urgency powers	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	See Background Report
Does this proposal require extra revenue and/or capital spending?	See Background Report
If so, how much?	See Background Report
What is the source of Funding?	See Background Report
Has this Funding Source been agreed with the Chamberlain's Department?	See Background Report
Report of: Town Clerk	For Information
Report author: Greg Moore, Town Clerks	

Summary

This report advises Members of actions taken by the Town Clerk in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a) and 41(b) since the last meeting.

Recommendation

That Members note the actions taken since the last meeting of the Committee.

Main Report

Since the last meeting of the Committee, approval has been given under urgency procedures or delegated authority arrangements, pursuant to Standing Order No. 41, as follows: -

Polling Station CL – Change of Location

1. At the September 2019 meeting of the Policy and Resources Committee it was agreed that the polling place for the CL polling district would continue to be the Artizan Street Library.
2. Unfortunately, a fault with the air handling unit at the Artizan Street Library had recently arisen which made the building non-compliant on the grounds of Health and Safety and Coronavirus guidance. For this reason, the building was not currently available for public use, including as a polling station.
3. An alternative location within the polling district was sought and the Portsoken Community Centre on Mansell Street identified as a suitable alternative. It was, therefore, proposed that the Portsoken Community Centre be used as a polling station for electors registered to vote in the CL polling district for the Thursday 6 May 2021 Greater London Assembly Election. Approval was also sought for

the suggestion that Portsoken Community Centre be used as an alternative to the Artizan Street Library in future, in the event (and only in the event) that the library was unavailable for other elections.

4. The fault with the air handling unit was confirmed only in March 2021. The polling stations was required to be finalised before poll cards for the election could be despatched to voters and such poll cards should, by law, be despatched as soon as reasonably practicable during the election period to give voters sufficient notice of their voting arrangements and to make voters aware of deadline for absent voting if they are not able to attend their polling station. It was, therefore, necessary for an alternative location to be agreed under urgency procedures.

Public Sector De-carbonisation Scheme (PSDS) – Project Approval & Governance and Gateway 2 Project Proposal

5. In February 2021, the Policy & Resources Committee agreed (under urgency procedures) to accept a grant from the Department for Business, Energy and Industrial Strategy (BEIS), which had launched the £1b Public Sector Decarbonisation Scheme for public sector bodies to apply for capital funding towards carbon reduction projects for non-domestic buildings. The City Corporation had applied for grant funding to cover projects to upgrade M&E building services (heating, cooling, ventilation, and lighting) and improve building controls and energy metering across the Guildhall Complex, Barbican Arts Centre, GSMD, and London Metropolitan Archives. It was estimated that the projects would deliver savings of 1.5 ktCO₂ (1.5 kilotonnes or 1500 tonnes of CO₂) each year, and £875,000 each year.
6. In approving the grant receipt, it was noted that this provided an excellent opportunity to advance the aims of the Climate Action Strategy without increasing capital burden on the City Corporation's finances. However, it was also observed that this would require wide senior sponsorship, delegated authority, and additional resources to unlock this significant opportunity within challenging timeframes.
7. At the subsequent meeting of the Policy & Resources Committee, in March 2021, Members were advised that this further report was now being finalised and was expected to be completed imminently. In view of the extremely tight deadlines, it was not possible to wait for the next meeting for approval for the aforementioned governance processes and project initiation elements; therefore, the Committee resolved to delegate authority to the Town Clerk, in consultation with the Chair and Deputy Chairman, to consider the relevant reports. In so doing, Members stressed the importance of ensuring the governance arrangements integrated with the wider Climate Action Strategy governance.
8. Subsequent to this, satisfactory arrangements were confirmed and, in order to give effect to the establishment of the project and meet the required timescale conditions of the grant, approval was granted to a series of proposals around project initiation and governance. The full details of these arrangements are available in the relevant background reports.

Early Mobilisation of key resources for Climate Action

9. The Climate Action Strategy (CAS) was approved by the Court of Common Council in October 2020. As the mobilisation and implementation of this Strategy began to get underway, it was necessary to seek early approval for the drawdown of previously approved funds to key resources in two workstreams - strategic implementation and mainstreaming resilience. These resources would ensure that these two workstreams, focusing on integrating the Climate Action Strategy across the organisation, could be actioned effectively from 1st April and that key skills and expertise are retained in the programme. A full programme plan report was due to be presented at the 8th April 2021 meeting of the Policy & Resources Committee for approval.
10. These key resources for the strategic implementation workstream took the form of a Programme Director (Deputy SRO), Programme Manager, and Stakeholder Engagement Lead. For the mainstreaming resilience workstream, the required resource consists of a Programme Lead (Climate Resilience), Data Lead, and 1.5 FTE topic leads. The sums for these posts were within the approved budget allocations for these workstreams and represented an overall drawdown of £520k for the coming year.
11. Funding requests for these posts for future years would be incorporated within the annual cycle of reporting, for as long as the posts remained necessary or appropriate.
12. The proposal involved the extension of existing fixed term contracts which were due to expire on 31 March and so urgency procedures were utilised to obtain the necessary approvals.

[Background documents available on request]

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