

# RESOURCE ALLOCATION SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 18 September 2024

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

## Present

### Members:

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

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

## In Attendance

### Members:

Mary Durcan

### Officers:

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

## 1. APOLOGIES

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

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

Caroline Haines observed the meeting virtually.

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

There were no declarations.

**3. MINUTES**

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

**4. CAPITAL FUNDING UPDATE**

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

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

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

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

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

A Member noted that one of the schemes in Table 1 related to replacement signage at various sites on the City Commons and asked officers to ensure that the new signage would reflect any new branding emanating from the branding project.

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

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

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

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

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

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

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

RESOLVED, that – Members approve closure of the project.

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

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

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

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

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

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

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

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

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

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

There were no questions.

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

There was no other business.

11. **EXCLUSION OF THE PUBLIC**

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

12. **NON-PUBLIC MINUTES**

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

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

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

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

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

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

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

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

16. **CITY FUND - PROJECT FUNDING**

The report was withdrawn from the agenda.

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

There were no questions.

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

There was no other business.

19. **CONFIDENTIAL MINUTES**

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

**The meeting ended at 2.29 pm**

-----  
Chairman

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