



## **Policy and Resources Committee**

**Date:** THURSDAY, 22 FEBRUARY 2018  
**Time:** 1.45 pm  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

### **ITEM NO. 14**

## **CAPITAL BUILDINGS COMMITTEE - COMPOSITION & TERMS OF REFERENCE**

**For Decision**  
(Pages 1 - 4)

**John Barradell**  
Town Clerk and Chief Executive

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TO: **POLICY & RESOURCES COMMITTEE**

Thursday 22 February 2018

FROM: **CAPITAL BUILDINGS COMMITTEE**

Tuesday 6 February 2018

3. **ORDER OF THE COURT OF COMMON COUNCIL**

The Order of the Court of Common Council, appointing the Committee and setting its terms of reference, was received.

Members noted that the current terms of reference were somewhat ambiguous in certain areas, likely as a consequence of the need to establish the Committee quickly. Having had the benefit of further time for reflection, Members were able to make several observations and suggested amendments, agreeing that it would be prudent to revisit the terms of reference and submit revised proposals to the Policy and Resources Committee and the Court. The following amendments were suggested:

- That the terms of reference be widened to encompass all major capital building projects, not solely the Police Accommodation and Courts projects.
- That the membership of the Committee be expanded to include, as ex-officio Members, the Chairmen/Deputy Chairman of service committees with relevant projects that move to the remit of the Capital Buildings Committee.
- Requisite amendments be made to terms of reference and Standing Orders to allow for the Chairmen/Deputy Chairmen of Policy and Resources and Finance to be able vote in the election of Chairman and Deputy Chairman.
- That it be made clear that the Capital Buildings Committee would own the designated projects in their entirety, so that the approvals of the Projects Sub Committee or service committees were no longer required. This would extend to matters such as property disposals.
- That co-option rights should be re-explored, to allow the Committee to co-opt from the Court as well as externally.

Authority was subsequently delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to review and submit revised terms of reference.

RESOLVED: That authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to review and submit revised terms of reference.

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## CAPITAL BUILDINGS COMMITTEE

### 1. Constitution

A Non-Ward Committee consisting of,

- Five Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- Two Members appointed by the Policy & Resources Committee
- The Chairman and Deputy or a Vice Chairman of the Policy & Resources Committee (ex-officio)
- The Chairman and Deputy Chairman of the Finance Committee (ex-officio)
- ~~The Chairman and Deputy Chairman of the Police Committee (ex-officio)~~
- **The Chairmen and Deputy Chairmen of those service committees which will become responsible for completed capital building projects (ex-officio)\***
- The Chairman of the General Purposes Committee of Aldermen (ex-officio)

*\* Such Chairmen and Deputy Chairmen to become ex-officio Members of the Committee upon the Court of Common Council giving its approval in principle for the project to proceed, with their membership to cease upon the new building being handed over to their Committee.*

Together with up to two non-City of London Corporation Members **and a further two Court of Common Council Members** with appropriate experience, skills or knowledge.

### 2. Quorum

The quorum consists of any five Members.

### 3. Membership 2017/18

*Elected by the Court of Common Council:-*

- 1 (1) Sir Michael Snyder, Deputy
- 1 (1) Christopher Michael Hayward
- 1 (1) Charles Edward Lord, OBE, JP, Deputy *for three years*
- 1 (1) Alison Jane Gowman, Alderman *for two years*
- 1 (1) Ian David Luder, JP, Alderman *for one year*

*Appointed by the Policy & Resources Committee:-*

- 1 - Peter Gordon Bennett *for one year*
- 1 - Keith David Forbes Bottomley, Deputy *for one year*

together with the two non-City of London Corporation Members **and two co-opted Members of Common Council** as referred to in paragraph 1 above.

### 4. Terms of Reference

In respect of the ~~Police Accommodation and City's Courts projects~~ **major capital building projects<sup>†</sup> which have been approved in principle by the Court of Common Council, to be responsible for (without recourse to any other Committee):-**

- (a) overall direction **and co-ordination;**
- (b) **financial control and variances within the overall approved budget for the project;**
- (c) review of progress;
- (d) decisions on significant option development and key policy choices; and
- (e) **decisions in relation to acquisition and disposal of properties related to the project, including disposal or alternative use of current operational properties to be vacated on completion of the project.**

<sup>†</sup> *Defined as projects for new or substantially refurbished buildings with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee.*

#### Notes:

- (i) *Membership of this Committee shall not count towards the limit on the number of committees on which a Member may serve contained in Standing Order 22 and its Chairman shall be eligible to be Chairman of another Committee (Ward or non-Ward) at the same time, pursuant to the provisions of Standing Order 29 (3).*
- (ii) *The Chairman and Deputy/Vice-Chairmen of the Policy & Resources and Finance Committees shall have the power to vote in the election of Chairman and Deputy Chairman.*
- (iii) *Whilst the Committee will need to have dealings with external parties relevant to the buildings concerned in projects for which the Committee is responsible, ownership and custody of these relationships shall rest with the relevant service committee and the Capital Buildings Committee shall act in accordance with this.*

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