

POLICY AND RESOURCES COMMITTEE
Thursday, 17 March 2016

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 17 March 2016 at 1.45 pm

Present

Members:

Jeremy Mayhew (Deputy Chairman - in the Chair)
Deputy Catherine McGuinness (Deputy Chairman)
Hugh Morris (Deputy Chairman)
Deputy Douglas Barrow
Deputy John Bennett
Sheriff & Alderman Charles Bowman
Deputy Roger Chadwick (Ex-Officio Member)
Henry Colthurst
Deputy Alex Deane
Deputy Billy Dove (Ex-Officio Member)
Simon Duckworth
Stuart Fraser
George Gillon
Wendy Hyde
Vivienne Littlechild (Ex-Officio Member)
Edward Lord
Wendy Mead
Deputy Joyce Nash
Andrew McMurtrie (Ex-Officio Member)
Dhruv Patel (Ex-Officio Member)
Deputy Henry Pollard (Ex-Officio Member)
Alderman Dr Andrew Parmley
Deputy Dr Giles Shilson
Jeremy Simons
Sir Michael Snyder
Deputy John Tomlinson
Alderman Sir David Wootton

In Attendance

Ian Seaton
Rev'd William Campbell-Taylor

Officers:

John Barradell	- Town Clerk and Chief Executive
Peter Kane	- The Chamberlain
Michael Cogher	- Comptroller and City Solicitor
Paul Double	- City Remembrancer
Susan Attard	- Deputy Town Clerk
Caroline Al-Beyerty	- Financial Services Director
Damian Nussbaum	- Director of Economic Development

Nigel Lefton	- Remembrancer's Department
Bob Roberts	- Director of Communications
David Farnsworth	- Chief Grants Officer
Simon Murrells	- Assistant Town Clerk
Peter Lisley	- Assistant Town Clerk
Iain Simmonds	- Department of the Built Environment
Scot Nixon	- Town Clerk's Office
Neil Davies	- Town Clerk's Office
Angela Roach	- Principal Committee and Members Services Manager

The Chairman welcomed Andrew McMurtrie as a new Member of the Committee.

1. APOLOGIES

Apologies were received from Sir Michael Bear, Mark Boleat, Roger Chadwick, Marianne Fredericks, Rev'd Stephen Haines and Michael Welbank.

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

There were no declarations.

3. MINUTES

3a. The public minutes of the meeting held on 18 February 2016 were approved.

3b. The public minutes of the special meeting held on 25 February 2016 were approved.

3c. The draft public minutes of the Projects Sub-Committee meeting held on 25 February 2016 were considered.

Bank Junction Experimental Scheme

A Member drew attention to the funding which had been approved to take the experimental traffic scheme at Bank junction to the next gateway and expressed concern about the high cost. He advised that whilst no cost had been mentioned when the principle of the scheme had been considered by the Policy and Resources Committee, £300,000 was a significant sum which should not be totally utilised before a decision was taken as to whether to abandon the experimental Scheme.

3d. The draft public minutes of the Public Relations and Economic Development Sub-Committee meeting held on 18 February 2016 were noted.

4. **COMMITTEE TERMS OF REFERENCE**

The Committee considered a report of the Town Clerk proposing a number of changes to committee terms of reference and composition.

It was noted that, as a result of the grants review, the terms of reference of the Hampstead Heath, Highgate Wood and Queen's Park Committee would also need to include a reference to grant giving.

Discussion ensued on increasing the membership of the Freedom Applications Committee to assist in ensuring that future meetings were quorate. It was suggested that consideration be given to the Chairman and Deputy Chairman of the Policy and Resources Committee being able to appoint a representative to attend meetings in their absence and also to a number of additional Members being elected to serve on the Committee. After further discussion, Members supported the Chairman and Deputy Chairman of this Committee nominating a representative in the event of absence and also the appointment of one additional Member of the Policy and Resources Committee, by this Committee, to serve on the Freedom Applications Committee.

RESOLVED – That the following amendments be made to committee terms of reference and included in the annual report to the Court of Common Council for approval:-

1. **Community & Children's Services**

- *to take responsibility for allocating grants from the Combined Relief of Poverty Charity.*
- *to take joint responsibility, with the Education Board, for allocating grants from the Combined Education Charity and City Education Trust.*
- *to be responsible for the management of the Aldgate Pavilion.*

2. **Open Spaces & City Gardens Committee**

To take joint responsibility for allocating grants in relation to Open Spaces taking account of any views or recommendations expressed by the Epping Forest and Commons Committee, West Ham Park Committee or Hampstead Heath, Highgate Wood and Queen's Park Committee as relevant.

3. **Epping Forest & Commons Committee**

To express views or make recommendations to the Open Spaces and City Gardens Committee for that Committee's allocation of grants which relate to Epping Forest and Commons.

4. **Hampstead Heath, Highgate Wood & Queen's Park Committee**

To express views or make recommendations to the Open Spaces and City Gardens Committee for that Committee's allocation of grants which relate to Hampstead Heath, Highgate Wood & Queen's Park.

5. **Finance Committee**

~~4(h) dealing with requests for grants for charitable purposes from funds under the Committee's control, including the City of London Corporation Combined Relief of Poverty Charity (registered charity no. 1073660) and the City Educational Trust (registered charity no. 290840), allowances, expenses, insurance, business travel, treasure trove and Trophy Tax;~~

4(i) providing strategic oversight and performance management of all grant giving activity by the Corporation, excluding the City Bridge Trust.

6. **Culture Heritage and Libraries Committee**

To be responsible for grants in relation to the programme for culture and arts from funds under the Committee's control.

7. **Establishment Committee**

4(a) The Establishment Committee has specific authority to deal with or make recommendations to the Court of Common Council where appropriate on all matters relating to the employment of City of London Corporation employees where such matters are not specifically delegated to another Committee. These matters include:-

Conditions of employment;
Superannuation (apart from investments);
Workforce planning;
Wages, salaries structure, job evaluation, staff grading *and remuneration of Senior Officers*;
Organisation reviews;
Employee relations;
Joint consultation;
Learning and employee development;
Recruitment and selection;
Discipline, dismissal, redundancies in line with the appropriate stages in policy etc;
Occupational health, safety and welfare;

4(e) To make amendments to:-

(i) the general terms and conditions of employment which are contained in the employee handbook, such as working hours, annual leave, superannuation, leave of absence, allowances, ~~maternity~~ *parental leave* provisions, and sick pay;

4(l) To be the service Committee for the following Departments:-

Town Clerk's (*Policy and Democratic Services, including Corporate HR*)
Comptroller and City Solicitor's

4(q) *dealing with requests for grants to support staff welfare initiatives from funds under the Committee's control.*

8. Education Board

- To be responsible for the oversight and monitoring of the City of London Corporation's sponsorship of its Academies, including appointments of academy governors *and where relevant Members, Directors and Trustees.*
- *To take joint responsibility, with the Community and Children's Services Committee, for allocating grants from the Combined Education Charity and City Education Trust.*
- *To constitute Sub-Committees in order to consider particular items of business within the terms of reference of the Board.*

9. Audit and Risk Management (A&RM) Committee

4(a) To consider and approve ~~the annual internal and external audit plans~~ *annually the rolling three-year plan for Internal Audit.*

4(b) *To consider and approve the annual External Audit Plan.*

4(f) To report back, as necessary *and at least annually,* to the Court of Common Council.

10. Freedom Applications Committee

The Committee's membership be amended as follows:-

- two Alderman
- the Chairman and a Deputy Chairman of the Policy and Resources Committee *or, in their absence, a nominated representative of each Member*
- *One additional Member of the Policy and Resources Committee appointed by that Committee*
- the Chief Commoner
- *The immediate Past Chief Commoner until the election of Common Council of his or her successor;*
- *The Chief Commoner designate once elected by Common Council.*

5. **GOVERNANCE REVIEW OF THE CITY OF LONDON SCHOOL**

The Committee considered a resolution of the Board of Governors of the City of London School concerning its governance arrangements and, in particular, the possible options for increasing its membership, together with a proposal on the composition of the Board from Edward Lord and a report of the Town Clerk.

The Chairman advised that the Board's recommendation was to increase its composition by increasing the number of co-opted Governors from three to five.

A Member referred to the recent expansion of the City Corporation's academies programme and advised that a substantially higher number of governors would be required over the next few years.

RESOLVED – that the resolution of the Board of Governors of the City of London School be noted and that its composition be amended by increasing the number of co-optees on the Board from three to five.

6. **ACCESS TO INFORMATION**

The Committee considered a joint report of the Town Clerk, Remembrancer and the Comptroller and City Solicitor concerning the application of the Local Government (Access to Information) Act to the City Corporation's non-local authority, port health authority and police authority meetings and functions.

The Remembrancer pointed out that the reason quoted for restricting access to information related to local authorities but was currently applied across all the City Corporation's functions. He expressed concern about the implications of applying a local government restriction to City's Cash functions and the danger of the fund being misconstrued as a public fund. The issue from a constitutional viewpoint was the authority on which the decisions over access were based and not the nature of the information disclosed.

The Chairman drew attention to a set criteria which had been laid round table and which he had requested be prepared to ensure that there was a basis on which the application of access to information on non-local authority matters could be assessed.

Detailed discussion ensued during which, amongst other things, the following comments were made:-

- In response to a comment that Standing Order Nos. 4(c) and 32 (c) should be made more explicit in terms of who was making the decision on disclosure, the Assistant Town Clerk suggested that the decision be attributed to the "relevant Committee" rather than the "City Corporation". He also pointed out that the criteria drawn up for guiding the disclosure of non-local authority business was based on the Access to Information Act and would help to maintain the openness desired.

- Concern was expressed about possible reputational damage at a time when there was already a lot of suspicion about the City Corporation being secretive about its activities.
- Reference was made to the decision taken in 1986 which enabled the City Corporation to be more transparent and open. It was suggested that, if the wording of the justification for restricting access to information on City's Cash matters was incorrect it should simply be amended without compromising the premise of transparency and openness. The Member expressed concern that the proposal was contrary to the national "direction of travel" in public policy terms and that making the City Corporation's business less transparent would be contrary to current government policy.
- It was suggested that the report be referred back to officers to include criteria against which the application of access to information on non-local authority matters could be assessed and to reflect better the fact that City's Cash and Bridge House Estate were not a local authority funds. It was also suggested that the position of the Court of Alderman should be addressed as part of a revised paper, so that the reasons given for it restricting access to information was also clear.

RESOLVED - that the report be referred back to officers for:-

1. the submission of criteria against which the application of access to information on non-local authority matters could be assessed and to reflect better the fact that City's Cash and Bridge House Estate were not a local authority funds; and
2. the position of the Court of Alderman to also be addressed as part of a revised paper so that the reasons given for it restricting access to information was also clear.

7. **NORTH - SOUTH CYCLE SUPERHIGHWAY, STONE CUTTER STREET AND KINGS CROSS**

The Committee considered a report of the Director of the Built Environment concerning the City Corporation's response to the Mayor of London's consultation exercise on the north-south cycle superhighway between Stonecutter Street and King's Cross.

Attention was drawn to the text of the proposed response and, in particular, the reference to Tudor Street. Members were advised that the response had been approved by the Planning and Transportation Committee subject to that reference being enhanced and strengthened. However, since then, Standing Order No 9(4)(a) had been invoked and the traffic orders required to effect the closure of that street would now need to be determined by the Court of Common Council. It was therefore suggested that the response to TfL should exclude any reference to Tudor Street at this stage.

Members felt that it was important to highlight to TfL that comments in relation to the Tudor Street element of the north-south cycle superhighway proposals were still being assessed and would follow. The Chairman added that it was also intended that the letter would be signed by the Chairman of the service committee, rather than the Policy and Resources Committee.

RESOLVED – That the response be approved subject to the inclusion of suitable wording making TfL aware that further comments would follow in relation to Tudor Street and it be noted that the response would come from the Chairman of the Planning and Transportation Committee.

8. REDEVELOPMENT OF 21 MOORFIELDS - POTENTIAL ACQUISITION OF LAND

The Committee considered a joint report of the Chief Planning Officer and the Comptroller and City Solicitor concerning the potential acquisition of land for planning purposes by agreement under section 227 (“S227”) of the Town & Country Planning Act 1990 (“TCPA”) enabling the operation of powers under Section 237 of the Town & Country Planning Act 1990 (“S237”) to facilitate the carrying out of the redevelopment of 21 Moorfields.

The Committee noted that the proposal had been approved by the Planning and Transportation Committee.

A Member referred to the importance of exercising powers such as this and expressed concern about the decision taken previously to remove the Policy and Resources Committee from the approvals process. He suggested that the proposal be revisited and reported back to Committee for consideration. Members supported his suggestion.

RESOLVED – That:-

1. the acquisition of an interest in the Redevelopment Site by the City Corporation under S227 of the Town and Country Planning Act 1990 be approved in order to engage powers under S237 for the planning purpose of facilitating the carrying out of the Development (in its current form or as it may be varied or amended) and subsequent disposal of that interest to the Owners (or an associated company) under section 233 of the Town and Country Planning Act 1990, subject to the Town Clerk determining in consultation with the Chairman and Deputy Chairman of Planning and Transportation Committee:-
 - (i) that adequate attempts had been made to remove injunction risks by negotiating release of affected rights of light by agreement and that those entitled to rights of light were not prepared, by agreement (on reasonable terms and within a reasonable time) to permit infringements of those rights in time to achieve the development programme;
 - (ii) that there was suitable Indemnity in place; and

- (iii) the terms on which the acquisition and disposal referred to above were to be made.
- 2. the Policy and Resources Committee's previous decision that appropriations such as this be determined in future only by the Planning and Transportation Committee be revisited and a report be brought back to the Committee on the matter.

9. REDEVELOPMENT OF 22 BISHOPSGATE - POTENTIAL ACQUISITION OF LAND

This item was withdrawn for further work.

10. IMPLEMENTATION OF THE GRANTS REVIEW

The Committee considered a report of the Deputy Town Clerk concerning the implementation of the Grants Review.

The Chairman pointed out that the Resource Allocation Sub-Committee had also considered the report and had recommended approval subject to the Finance Committee Chairman's Discretionary Fund of £10,000 being abolished.

Members questioned the ratio of the resources required to run the Central Grants Unit in comparison to the amount of funds it would dispense. The Chief Grants Officer undertook to look at the resourcing of the unit. In the meantime, it was suggested that the reference to the approval of any resources for the Unit be removed.

A Member stated that, whilst he understood the journey of the review and the proposed themes, it did not cover the grant made to the Reserve Forces and Cadets Association (RFCA) of £42,000 each year. He advised that he was appointed by the City Corporation to serve on that body and referred to the valuable contribution that Defence and the RFCA made to the Lord Mayor's Show. He questioned whether there were any other grants of this nature that might have been overlooked and whether sufficient flexibility had been built into the new arrangements to deal with matters such as this. Members were advised that funding for the RFCA was classified as on-going spend and not a grant. It therefore needed to be recognised as such in a relevant budget. Consideration was currently being given to it becoming part of the Remembrancer's local risk budget. The Member expressed concern that funding for the RFCA had now come to an end and suggested that until a relevant departmental budget was established, the £42,000 required to support the Association for this year be met from the underspend on the Policy Initiative Fund or Committee contingency. The Chairman suggested, that in order for the Committee to make an informed decision on the request, a paper be prepared on the matter.

After further discussion, the Committee agreed to support the request for RFCA to be funded for a further year.

RESOLVED – That approval be given to the following-

1. the grant programmes identified as in scope for immediate centralised administration, those under review, and those not in scope be noted;
2. the following be agreed:-
 - transfer of funding commitments from Finance Grants Sub-Committee to the relevant Committees for on-going administration and request that each commitment be reviewed and reported back to this Committee no later than December 2016, except in cases where a specific review date had already been agreed;
 - the grant programme arrangements are reviewed in 2017/18 to align with City Bridge Trust's next quinquennial review;
 - the four overarching funding themes for the grant programme (for 2016-2018) i.e. Stronger Communities; Education and Employment Support; Enjoying Open Spaces and the Natural Environment; and Inspiring London through Culture; and
 - the allocation of funding across the four funding themes as set out in the report.
3. the Finance Committee Chairman's Discretionary Fund of £10,000 be abolished;
4. the Deputy Town Clerk be requested to report back on the staffing resources required for the Central Grants Unit; and
5. for 2016/17 a sum of £42,000 be allocated from carry forwards in support of the RFCA, subject to the approval of the Chairman of the Finance Committee and that the cost of any future on-going support to the RFCA be met from the Remembrancer's budget.

11. OFFICERS OF THE CITY CORPORATION AS GOVERNORS AT CITY SCHOOLS

The Committee considered a report of the Director of Community and Children's Services concerning the appointment of City Corporation Officers as governors on the City of London Academy Trust local governing bodies.

RESOLVED – That officers of the City of London Corporation with the appropriate experience and skills, be eligible to be nominated or appointed to fill appropriate governor vacancies on the City of London Academies Trust local governing bodies where the vacancy does not require the appointee to be an elected Member of the Court of Common Council.

12. MARGARET THATCHER LECTURE 2016

The Committee considered a report of the Director of Economic Development concerning the Centre for Policy Studies annual Margaret Thatcher Lecture.

Members noted that the April date of the Lecture had been postponed and that a revised date would be announced in due course.

RESOLVED – That a sum of £22,500 be provided from the Policy Initiatives Fund 2016/17 to support the Centre for Policy Studies Margaret Thatcher Lecture 2016 with George Osborne MP and that it be categorised under ‘Events’ and charged to ‘City’s Cash’.

13. **ECONOMIC DEVELOPMENT BUSINESS PLAN 2016-19**

The Committee considered a report of the Director of Economic Development concerning the Centre for Policy Studies annual Margaret Thatcher Lecture.

Members noted that the April date of the Lecture had been postponed and that a revised date would be announced in due course.

RESOLVED – That a sum of £22,500 be provided from the Policy Initiatives Fund 2016/17 to support the Centre for Policy Studies Margaret Thatcher Lecture 2016 with George Osborne MP and that it be categorised under ‘Events’ and charged to ‘City’s Cash’.

14. **LORD MAYOR'S SHOW FIREWORKS DISPLAY**

The Committee considered a report of the Director of Communications concerning the future of the Lord Mayor’s show Fireworks display.

RESOLVED – that approval be given to the following:-

1. a public fireworks display being held by the City of London Corporation following the Lord Mayor’s Show in 2016, 2017 and 2018 with full legal and financial responsibility for its management and delivery;
2. expenditure not exceeding £125,000 per annum for the provision of all aspects of the planned fireworks display, including the fireworks display itself, and all the traffic management, public safety, and crowd and related events management issues, to be met from the Committee’s contingency for 2016/17 and charged to City’s Cash;
3. the re-appointment of AD Health & Safety as the specialist provider to deliver the operational requirements of the event in 2016;
4. consideration be given to how best to secure sponsorship to cover all or some of the costs associated with the future delivery of the event; and
5. the Town Clerk be authorised, in consultation with the Chairman and Deputy Chairman, to agree all arrangements and provide assurances (including warranties and indemnities), required to enable the fireworks display following the Lord Mayor’s Show in 2016, 2017 and 2018 to proceed safely and successfully.

15. **POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY**

The Committee considered a report of the Chamberlain concerning the Policy Initiatives Fund and the Committee Contingency.

RESOLVED – That the report be noted and that the unused provision in 2015/16 Policy Initiatives Fund (£133,000) and Committee Contingency (£123,700) be carried forward to 2016/17.

16. **REMEMBRANCER'S OFFICE RISK REVIEW - UPDATE**

The Committee considered a report of the Remembrancer updating it on the management of the department's risks.

RESOLVED – That the report be noted.

17. **CHAIRMAN'S VISIT TO NEW YORK**

The Committee considered a report of the Director of Economic Development concerning the Chairman's visit to New York in February 2016.

RESOLVED – That the report be noted.

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

There were no questions.

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

There were no items of urgent business.

20. **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:-

Item Nos.	Paragraph(s) in Schedule 12A
21 - 25	3

Part 2 – Non-Public Agenda

21. **NON-PUBLIC MINUTES**

21a. The non-pubic minutes of the meeting held on 18 February 2016 were approved.

21b. The draft non-pubic minutes of the Projects Sub-Committee meeting held on 25 February 2016 were noted.

21c. The draft non-pubic minutes of the Cultural Hub Working Party meeting held on 3 February 2016 were noted.

21d. The draft non-pubic minutes of the Hospitality Working Party meeting held on 26 February 2016 were noted.

22. **GUILDHALL CHARGING REVIEW - 2016/17**
The Committee considered and agreed a report of the Remembrancer concerning the annual review of charges for the use of Guildhall.
23. **MUSEUM OF LONDON - FUNDING REQUEST**
The Committee considered and agreed a report of the Chamberlain concerning a request for funding in respect of the Museum of London.
24. **PROJECT FUNDING UPDATE**
The Committee considered and approved a report of the Chamberlain concerning the allocation of funding to three projects, namely, the One Safe City; Contact Centre Relocation and the Museum of London.
25. **THECITYUK**
The Committee considered a report of the Director of Economic Development concerning TheCityUK.
26. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
27. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED.**
There were no items of urgent business.

Part 3 – Confidential Agenda

28. **CONFIDENTIAL MINUTES**
The confidential minutes of the meeting held on 18 February 2016 (circulated to Members only) were approved.

The meeting ended at 3.15pm

Chairman

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