

POLICY AND RESOURCES COMMITTEE

Thursday, 4 May 2017

Minutes of the meeting of the Policy and Resources Committee held at the Guildhall EC2 at 1.45 pm

Present

Members:

Mark Boleat	Deputy Edward Lord
Simon Duckworth	Jeremy Mayhew
Deputy Catherine McGuinness	Andrew McMurtrie (Ex-Officio Member)
Hugh Morris	Wendy Mead (Chief Commoner)
Deputy Douglas Barrow	Deputy Joyce Nash
Alderman Sir Michael Bear	Dhruv Patel (Ex-Officio Member)
Alderman Charles Bowman	Deputy Dr Giles Shilson
Deputy Roger Chadwick (Ex-Officio Member)	Deputy Tom Sleigh
Henry Colthurst	Sir Michael Snyder
The Lord Mountevans	Deputy John Tomlinson
Stuart Fraser	Michael Welbank (Ex-Officio Member)
Marianne Fredericks	Alderman Sir David Wootton
Deputy the Revd Stephen Haines (Ex-Officio Member)	Sheriff & Alderman Peter Estlin
Christopher Hayward (Ex-Officio Member)	Deputy Keith Bottomley
Deputy Wendy Hyde	Deputy Philip Woodhouse
Vivienne Littlechild (Ex-Officio Member)	

Officers:

John Barradell	-	Town Clerk and Chief Executive
Simon Murrells	-	Assistant Town Clerk
Damian Nussbaum	-	Director of Economic Development
Bob Roberts	-	Director of Communications
Sheldon Hind	-	Town Clerk's Department
Alistair MacLellan	-	Town Clerk's Department
Peter Kane	-	Chamberlain
Caroline al-Beyerty	-	Deputy Chamberlain
Michael Cogher	-	Comptroller and City Solicitor
Paul Double	-	Remembrancer
Paul Wilkinson	-	City Surveyor
Steve Bage	-	City Surveyor's Department
Carolyn Dwyer	-	Director of Built Environment
William Chapman	-	Private Secretary to the Lord Mayor

1. **APOLOGIES**

Alderman Michael Bear in the Chair.

Apologies were received from Deputy John Bennett, The Rt Hon the Lord Mayor Alderman Dr Andrew Parmley, The Rt Hon Alderman the Baroness Scotland of Asthal, Alderman The Lord Mountevans, and Deputy Alastair Moss.

The Town Clerk noted that Alderman The Lord Mountevans had been omitted from the list of Members of the Committee and that this omission had now been corrected.

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

There were no declarations.

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

Members received around the table an Order of the Court of Common Council dated 27 April 2017 appointing the Committee for the ensuing year.

4. **ELECTION OF CHAIRMAN**

The Town Clerk read out, in accordance with Standing Order 29, a list of names of Members eligible to serve as Chairman. Catherine McGuinness, being the only Member willing to serve, was declared elected as Chairman for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMEN**

At the invitation of the Town Clerk, Mark Boleat confirmed that he wished to exercise his right as immediate past Chairman to serve as Deputy Chairman for the ensuing year, and was duly appointed to that role.

The Town Clerk noted that, as per Standing Order 30, two further Vice Chairmen were required, and read out a list of names of Members eligible to serve. Members were reminded that the successful candidate required 50% of the votes cast.

There being three Members wishing to serve, and two vacancies, a ballot was conducted.

Simon Duckworth – 24 votes
Hugh Morris – 15 votes
Marianne Fredericks – 5 votes.

Simon Duckworth, having secured at least 50% of the votes cast and having secured the most votes, was elected Vice Chairman for the ensuing year.

The Town Clerk noted that, in line with Standing Orders, the candidate with the least votes now dropped off the ballot paper.

There being only one candidate remaining for a single vacancy, Hugh Morris was elected as Vice Chairman for the ensuing year.

VOTE OF THANKS

Proposed by the Chief Commoner, Wendy Mead;
Seconded by Deputy Joyce Nash;

RESOLVED UNANIMOUSLY:

THAT the Members of the Policy and Resources Committee wish to place on record their sincere appreciation to

Mark Boleat

for his outstanding service as Chairman of this Committee from May 2012 to May 2017.

Mark brought clarity of direction to his Chairmanship and the work of the Committee from the outset, at a time when London was preparing to welcome the Olympics and Paralympics, both events Mark had done much to help facilitate through the provision of City venues and City hospitality.

A key priority for the Committee and its Chairman has been maintaining London's position as the world's leading international financial and business centre. In this regard Mark has been fully engaged in the work of TheCityUK as its Deputy Chairman, helping to ensure that it has become established as an effective cross-sectoral body for the financial services industry.

Mark's influence found expression in the initiative to establish London as the leading western offshore hub for Remnimb trading, leading to the growing presence of Chinese banks and other financial institutions in London. Moreover under his chairmanship London emerged as a leading centre of Fintech, facilitated by a £1 million grant from this Committee to Innovate Finance.

Throughout his term Mark has been instrumental in building links with policy makers and politicians in Europe, the United States and the Far East, through regular annual overseas visits to promote the City. Mark also helped to embed the City's influence overseas through the recruitment of the City's Special Representative for Europe and Special Adviser for Asia. He has also built strong links with the London Diplomatic Corps.

The future of the United Kingdom's membership of the European Union represented a significant challenge for the City and Mark led the City Corporation's response to the debate.

Following the Referendum and the decision to leave the European Union Mark emerged with a reputation as a reliable and informed spokesperson on behalf of the City, providing clarity on the issues facing UK based financial services. This was recognised by his appointment to the Mayor of London's Brexit Advisory Group and the European Financial Services Chairmen's Advisory Committee.

A hallmark of Mark's Chairmanship has been his dedication to increasing the contribution the City Corporation makes to London issues more generally including education, employment and culture. He has proved an effective deputy chairman of London Councils, Chairman of the London Councils Pensions Collective Investment Vehicle, and Member of Central London Forward, positions from which he has been able to exercise a significant degree of influence on public policy responses to issues facing London.

The commitment and energy that Mark has brought to bear during his term will have long lasting effects, not least the City Corporation's commitment to build 3,700 new homes for Londoners by 2025 or the creation of a Cultural Hub in the west of the City, centred on a New Museum of London at Smithfield.

The capable stewardship that Mark has demonstrated as Chairman is much appreciated by all Members of this Committee. It is for this reason that we sincerely hope that the City can continue to depend on his considerable skills and experience even as he turns his attentions to his next challenge.

FURTHER RESOLVED: That the Town Clerk be authorised to make arrangements for the resolution to be presented in a manner agreeable to the past Chairman.

6. **MINUTES**

6.1 The minutes of the meeting held on 16 March 2017 were approved as a correct record.

6.2 The draft minutes of the Resource Allocation Sub (Policy and Resources) Committee meeting held on 16 March 2017 were received.

7. **APPOINTMENT OF SUB-COMMITTEE, WORKING PARTIES AND REPRESENTATIVES ON OTHER COMMITTEES**

Members considered a report of the Town Clerk regarding appointments of Sub Committees, Working Parties and Representatives on other Committees.

RESOLVED, that the terms of reference and composition of Sub Committees and Working Parties, and appointments to other committees, be as follows,

(A) **Courts Sub-Committee**

Composition

- Chairman of the Policy and Resources Committee
- Deputy Chairman of the Policy and Resources Committee
- Two Aldermen nominated by the Court of Aldermen;
- Four Members appointed by the Court of Common Council
- One Member appointed by the Finance Committee;
- the Recorder and Sheriffs at the Central Criminal Court (Ex-officio), with the Recorder and any Sheriff who was not a Member of the Court of Common Council, having no voting rights

- One Member appointed by the Policy and Resources Committee as follows: Edward Lord.

N.B. the Recorder and a Sheriff who is not an Alderman or Common Councilman shall have no vote.

Terms of Reference

For a period of five years, from June 2016 to April 2021, to be responsible for oversight of the management of all matters relating to the Central Criminal Court, the City of London Magistrates' Court and the Mayor's and City of London Court so far as they concern the City of London Corporation but excluding the appointment of the Secondary and Under Sheriff and matters relating to the Shrievalty.

(B) **Members' Privileges Sub-Committee**

Composition

- Chief Commoner (Chairman)
- Immediate past Chief Commoner *
- Chairman and Deputy Chairman of the House Committee of Guildhall Club (Ex-officio)
- Chairman and a Deputy/Vice Chairman of the Grand Committee
- Up to 6 Members appointed by the Court of Common Council as follows:-

Jamie Ingham Clark *term expires 2020*

Ann Holmes *term expires 2020*

Edward Lord *term expires 2017*

Three vacancies

**For part of the year and then the Chief Commoner Designate for the remainder of the year (elected in October each year)*

Terms of Reference

- To consider and make recommendations to the Policy and Resources Committee on:-
 - Members' privileges, other than those relating to City Hospitality which is dealt with by the Hospitality Working Party; and
 - Members' facilities, excluding Guildhall Club as it falls within the locus of the House Committee of Guildhall Club.
- To agree a programme of Member training and development, to ensure that all Members have access to opportunities to broaden their specialist knowledge and skills in relation to their duties.

(C) **Outside Bodies Sub-Committee**

Composition

- the Chairman and a Deputy/Vice Chairman of the Policy and Resources Committee;
- three Members appointed by the Court of Common Council; and
- one Alderman, appointed by the General Purposes Committee of Alderman – Alderman Sir David Wootton.
- three Members appointed by the Policy and Resources Committee (but not necessarily Members of the Policy and Resources Committee) as follows:
 - Henry Colthurst
 - Jeremy Mayhew
 - James Tumbridge

Terms of Reference

To be responsible for overseeing the City Corporation's Outside Bodies Scheme, to include:-

- developing the Corporation's policy towards outside body appointments;
- keeping under review the effectiveness and appropriateness of the organisation's participation in individual bodies;
- giving initial consideration to new requests from outside bodies for nominations;
- advising the Court on the needs and requirements of the outside body in respect of any vacancy; and
- periodically reviewing the City Corporation's Outside Bodies protocol.

(D) **Projects Sub-Committee**

Composition

- Chairman and Deputy Chairman of the Policy and Resources Committee (ex-officio)
- Four Members appointed by the Policy and Resources Committee as follows:
 - Chris Hayward
 - Hugh Morris
 - Sir Michael Snyder – appointed Chairman
 - Keith Bottomley
- Two Members appointed by the Finance Committee
- Up to four Members be co-opted from the Court of Common Council with relevant experience.

**The Chairman and Deputy Chairman of the Sub-Committee to be appointed by the Policy and Resources Committee*

Terms of Reference

To be responsible for:-

- Authorising individual projects on behalf of the Policy and Resources Committee at each stage of the City's agreed Project Approval Process;
- Making proposals to the Resource Allocation Sub-Committee/the Policy and Resources Committee for projects to be included in the capital/supplementary revenue programme;
- Overseeing the City Corporation's programme of projects, excluding those within the remit of the Corporate Asset Sub-Committee, to ensure their delivery within the parameters set by the Resource Allocation Sub-Committee;
- Monitoring the procurement arrangements for capital and supplementary revenue projects and advising the Finance Committee of any issues; and
- Periodically reviewing the City Corporation's project management processes and procedures.

(E) Public Relations and Economic Development Sub-Committee

Composition

Chairman and Deputy/Vice Chairmen of the Policy and Resources Committee

Past Chairmen of the Policy and Resources Committee, still on the Committee

Chairman of the Finance Committee

Five Members of the Policy and Resources Committee, elected by the Committee as follows:

- Alderman Sir David Wootton
- Keith Bottomley
- Tom Sleigh
- Alderman Sir Michael Bear
- Alderman The Lord Mountevans

Four Members of the Court of Common Council, co-opted by the Sub-Committee

Up to two non-City of London Corporation members, who shall not have voting rights.

Terms of Reference

To consider and report to the Grand Committee on all matters relating to the City Corporation's Economic Development, Public Relations, Public Affairs and Communication activities, including any related plans, policies and strategies.

(F) **Resource Allocation Sub-Committee**

Composition (*the Constitution has been agreed by the Court of Common Council*)

Chairman of the Policy and Resources Committee (Chairman)

Chairman of the Finance Committee (Deputy Chairman)

The Deputy Chairmen of the Policy and Resources Committee

The Deputy Chairman of the Finance Committee

Chairman of the General Purposes Committee of the Court of Aldermen

The Senior Alderman below the Chair

The Chairman of the Establishment Committee

Past Chairmen of Policy and Resources Committee providing that they are Members of the Committee at the time.

Together with 6 Members of the Policy and Resources Committee as follows:

- Henry Colthurst
- Chris Hayward
- Edward Lord
- Dr Giles Shilson
- Tom Sleigh
- John Tomlinson

Terms of Reference

- to recommend to the Grand Committee an appropriate allocation of financial resources in respect of the City Corporation's capital and revenue expenditure;
- to meet with Chairmen of Service Committees to advise on the status of the City Corporation's budgets and the recommended allocation of financial resources overall and discuss any emerging issues;
- following advice from the Corporate Asset Sub-Committee, to have power to determine the City Corporation's programme for repairs, maintenance and cyclical replacement of plant & equipment in respect of all operational and non-investment properties, including the prioritisation of the various schemes and projects;
- to determine the appropriate investment proportions between property and non-property assets;
- to recommend to the Grand Committee the extent of properties held by the City of London Corporation for strategic purposes, including within the City of London itself;
- to recommend to the Grand Committee the allocation of operational property resources for service delivery (following Corporate Asset Sub-Committee's consideration of effective use);
- to be the reporting and oversight body for the review of Operational Property;
- to set the annual quantum for each City's Cash and City Fund grants programme (including for City's Cash funded open spaces grants);
- to consider the annual performance reports for all grants programmes from the Finance Committee; and

- to consider and make recommendations in respect of matters referred to it by the Grand Committee including matters of policy and strategy.

(G) **Ceremonial Working Party**

Composition

- Chairman of the Policy & Resources Committee
- A Deputy/Vice Chairman of the Policy & Resources Committee
- Chief Commoner
- Two Aldermen, nominated by the Chairman of the General Purposes Committee of Aldermen (Alderman Sir David Wootton and Alderman Tim Hailes)
- Three Members appointed by the Policy and Resources Committee (Roger Chadwick, Simon Duckworth and Edward Lord)
- Two Members with over ten years' service, appointed by the Court of Common Council (Wendy Mead and Deputy Joyce Nash)
- Two Members with under ten years' service, appointed by the Court of Common Council (Henry Colthurst and Deputy Dr Giles Shilson)
- The Remembrancer
- Town Clerk

Terms of Reference

- To review the totality of the City Corporation's ceremonial protocols and practices, with the intention of bringing them up to date to reflect current circumstances;
- To examine the principles behind each protocol, particularly where there have been changes in practice over recent years, making recommendations as to the approach to take in future, with a view to an updated and consolidated Ceremonials Book being produced.

(H) **Cultural Hub Working Party**

Composition

- The Chairman or his/her representative
- four Members nominated by the Policy & Resources Committee as follows:
 - Jeremy Simons
 - Alastair Moss
 - John Tomlinson
 - Judith Pleasance

The Chairman or his/her representative from the following committees/boards:-

- the Board of Governors of the Museum of London
- the Barbican Centre Board
- the Board of Governors of the Guildhall School of Music and Drama
- the Culture, Heritage and Libraries Committee
- the Planning and Transportation Committee

- the Barbican Residential Committee

The following senior officers: -

- Town Clerk
- Managing Director, Barbican Centre
- Director of the Built Environment
- Director of Community and Children Services
- Director of Culture, Heritage and Libraries
- Director, Museum of London
- City Surveyor

Terms of Reference

The working party will oversee and co-ordinate the work being undertaken to develop the cultural hub in the Barbican area.

It will do this by: -

- Providing a cross-cutting overview of emerging activities related to the creation of a cultural hub
- Providing advice on the potential of individual projects to contribute to the delivery of a cultural hub; and
- Ensuring that decision making committees of the City of London Corporation are fully aware of the impact individual projects might have in the delivery of a cultural hub.

Note: The Cultural Hub Working Party shall have the power to co-opt people with relevant expertise or experience.

(I) Hospitality Working Party

Composition

Chief Commoner (Chairman)

Immediate past Chief Commoner*

Chairman and a Deputy/Vice Chairman of the Policy and Resources Committee

Chairman and Deputy Chairman of the Finance Committee

Chairman of the General Purposes Committee of the Court of Aldermen

Senior Alderman Below the Chair

Together with 4 Members to be appointed by the Court of Common Council

The Remembrancer

**For part of the year and then the Chief Commoner Designate for the remainder of the year (elected in October each year)*

Terms of Reference

- To consider applications for hospitality which are referred to it by the Remembrancer and to make recommendations thereon to the Court of Common Council;

- To keep the arrangements for hospitality (including Committee allowances, annual functions, invitations and seating) under review and to make recommendations thereon to the Grand Committee;
- To consider applications for the use of Great Hall and make recommendations thereon to the Court of Common Council;
- To consider the list of approved caterers and make recommendations thereon to the Grand Committee; and
- To consider the level of charges for the event spaces within Guildhall and make recommendations to the Grand Committee.

(J) **One Safe City Programme Working Party**

Composition

- Chairman of Policy and Resources Committee (or representative);
- One additional Member of Policy and Resources Committee – Marianne Fredericks
- Chairman of Police Committee (or representative);
- Chairman of Finance Committee (or representative);
- Chairman of Port Health and Environmental Services Committee (or representative);
- Chairman of Planning and Transportation Committee (or representative);
- Chairman of Community and Children’s Services Committee (or representative);
- City of London Police Commander (Operations);
- Assistant Town Clerk - Programme SRO.

Terms of Reference

To provide oversight and scrutinise the One Safe City Programme and its constituent projects by:-

- Ensuring that the Programme is managed and focuses on the delivery of agreed outcomes and benefits;
- Providing a cross-cutting overview of emerging priorities and strategic themes related to the One Safe City Programme;
- Providing advice on the potential of individual (existing or new) projects to contribute to the delivery of the One Safe City Programme and
- Ensuring that decision making committees of the City of London Corporation and City of London Police are fully aware of the impact other projects and programmes might have on the delivery of the One Safe City Programme.

(K) **Representatives for Consultation with the Court of Aldermen and Representatives of the Finance Committee on Mayoralty and Shrievalty Allowances**

This is a joint deputation of representatives comprising Aldermen, the Policy and Resources Committee and the Finance Committee. The deputation is responsible for giving detailed consideration to the

allowances for expenses for the offices of the Lord Mayor and the Sheriffs for the coming year.

Chairman of the Policy and Resources Committee

The Chief Commoner

Together with one further representative from this Committee – Henry Colthurst.

(L) **Corporate Asset Sub-Committee** –. Three representatives of this Committee appointed to serve as follows:

- Edward Lord
- John Tomlinson
- Henry Colthurst

(M) **Representations on Other City Corporation Committees**

The appointment of one Member on the following:-

Audit and Risk Management – Hugh Morris

Barbican Centre Board – Edward Lord

Education Board – Caroline Haines

Freedom Applications Committee – Simon Duckworth

Local Development Framework Reference Sub (Planning) Committee

– Dhruv Patel

(N) **Investment Committee**

8 Members to be appointed by this Committee from all the Court as follows:

- Dhruv Patel
- Andrien Meyers
- Alastair Moss
- Tom Sleigh
- Alderman Alison Gowman
- Alex Barr
- Chris Hill
- Chris Boden

Together with the Chairmen and Deputy/Vice Chairmen of the Policy and Resources and Finance Committees (ex-officio)

FURTHER RESOLVED, that

- Court appointments on the Outside Bodies Sub Committee be on the basis of a staggered three year term;
- Sir Michael Snyder be appointed Chairman of the Projects Sub Committee, and the appointment of a Deputy Chairman be deferred;
- The frequency of meetings of the Policy and Resources Committee be agreed.

8. COMPTROLLER AND CITY SOLICITOR'S DEPARTMENT FUNDING OF ADDITIONAL STAFF

Members considered a report of the Comptroller and City Solicitor regarding funding for additional staff. The Comptroller and City Solicitor noted that his department now had additional responsibility for information management and that he was keen to recruit the staff to discharge this function effectively.

In response to a comment from a Member, the Comptroller and City Solicitor agreed to ensure appropriate succession planning was in place among his teams, particularly in areas such as Licensing and Planning.

The Town Clerk noted that the report would be referred to the Establishment Committee and Finance Committee.

RESOLVED, that

- The Comptroller and City Solicitor's local risk budget be increased for 2017/18 by £140,000 and thereafter (including yearly cost of living increases where applicable) in order to recruit three additional permanent staff at grades E, career grade C/D and at grade C.

9. POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY

Members considered a report of the Chamberlain regarding the Policy Initiatives Fund and Committee Contingency.

10. DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS

Members received a report of the Town Clerk regarding decisions taken under urgency or delegated authority since the last meeting.

11. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

City of London Corporation Engagement with Major Sporting Events

In response to a question from a Member prompted by reference to the positive engagement of the City of London Corporation both during and in the period immediately following the London Olympic and London Paralympics, the Town Clerk agreed to examine the potential for ongoing City of London Corporation engagement in forthcoming major sporting events, including but not limited to the World Athletics Championships during Summer 2017.

Policy Committee Ballots

In response to a question, the Town Clerk agreed to mark Members who were standing re-election on Committee ballot papers in future years.

Policy Committee Appointments to the Investment Committee

In response to a question, a Member replied that the Policy Committee made appointments to the Investment Committee directly rather than to the Investment Committee's Boards as the process of appointment was to ensure a balanced membership that would provide appropriate oversight to the City's assets.

12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

13. EXCLUSION OF THE PUBLIC

RESOLVED, that under Section 110(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 Schedule 12A of the Act.

14. NON-PUBLIC MINUTES

14.1 The non-public minutes of the meeting held on 16 March 2017 were approved as a correct record.

14.2 The draft non-public minutes of the Resource Allocation Sub (Policy and Resources) Committee meeting held on 16 March were received.

15. CITY MATTERS

Members considered a report of the Director of Communications on City Matters.

16. PUBLIC NOTICE ADVERTS

Members considered a report of the Director of Communications on Public Notice Adverts.

17. SUPERFAST CITY PROGRAMME UPDATE

Members considered a Superfast City Programme update report of the City Surveyor.

18. DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS

Members received a report of the Town Clerk on action taken since the last meeting.

19. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

China Strategy and Stakeholder Engagement

The Director of Economic Development was heard on the China Strategy and Stakeholder Engagement.

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

Late Paper - Request for Sponsorship for the secretariat of the Standing International Forum of Commercial Courts

Members considered a late paper of the Director of Economic Development regarding a Request for Sponsorship for the secretariat of the Standing International Forum of Commercial Courts.

The meeting closed at 3.05 pm

Chairman

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