

**POLICY AND RESOURCES COMMITTEE**  
**Thursday, 19 October 2017**

Minutes of the meeting of the Policy and Resources Committee held at Committee Room - 2nd Floor West Wing, Guildhall on Thursday, 19 October 2017 at 1.45 pm

**Present**

**Members:**

Deputy Catherine McGuinness (Chairman)  
Sir Mark Boleat (Deputy Chairman)  
Simon Duckworth (Vice-Chair)  
Deputy Douglas Barrow  
Alderman Sir Michael Bear  
Deputy John Bennett  
Deputy Keith Bottomley  
Henry Colthurst  
Alderman Peter Estlin  
Marianne Fredericks  
Deputy Wendy Hyde  
Deputy Jamie Ingham Clark (Ex-Officio Member)  
Deputy Edward Lord  
Jeremy Mayhew  
Wendy Mead (Chief Commoner)  
Deputy Alastair Moss (Ex-Officio Member)  
The Lord Mountevans (Ex-Officio Member)  
Deputy Joyce Nash  
Graham Packham (Ex-Officio Member)  
Dhruv Patel (Ex-Officio Member)  
Deputy Dr Giles Shilson  
Jeremy Simons (Ex-Officio Member)  
Deputy Tom Sleigh  
Sir Michael Snyder  
Deputy Philip Woodhouse  
Alderman Sir David Wootton

**In Attendance**

Sophie Fernandes  
Mark Wheatley

**Officers:**

John Barradell	- Town Clerk and Chief Executive
Peter Kane	- The Chamberlain
Michael Cogher	- Comptroller and City Solicitor
Caroline Al-Beyerty	- Deputy Chamberlain
Paul Wilkinson	- City Surveyor
Carolyn Dwyer	- Director of Built Environment
Ian Hughes	- Department of the Built Environment
Vic Annells	- Executive Director of Mansion House

Alan Bubbear	- and the Central Criminal Court
Martin O'Regan	- Bursar of the City of London School for Girls
Damian Nussbaum	- City of London Police
Bob Roberts	- Director of Economic Development
Simon Murrells	- Director of Communications
Angela Roach	- Assistant Town Clerk
	- Principal Committee and Members Services Manager

The Chairman welcomed the new Executive Director of Mansion House and the Central Criminal Court, Vic Annells to his first meeting of the Committee.

**1. APOLOGIES**

Apologies for absence were received from Revd. Stephen Haines, Christopher Hayward, Andrew McMurtrie, Hugh Morris and John Tomlinson.

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

The Chairman declared an interest in item 14, the proposed visit to Tel Aviv and Wendy Hyde declared an interest as a trustee of a charity which was a tenant in a property located on the London Wall Buildings site (item no 19).

**3. MINUTES**

- 3a. The non-public minutes of the meeting held on 21 September 2017 were approved.

**Matters Arising – Baroness Scotland**

The Chairman referred to the query regarding Baroness Scotland's membership of the Policy and Resources Committee. She stated whilst the Baroness had taken a leave of absence from the House of Lords, she retains her seat in the House and was therefore still an ex-officio member on the Committee.

- 3b. The draft public minutes of the Projects Sub-Committee meeting held on 7 September 2017 were noted.
- 3c. The draft public minutes of the Public Relations and Economic Development Sub-Committee meeting held on 21 September 2017 were noted.
- 3d. The draft public minutes of the Members Privileges Sub-Committee meeting held on 21 September 2017 were considered:-

**RESOLVED – That:-**

1. departing Members of the Court of Common Council be recognised for their service by way of a written resolution on the Court Summons as referred to above;
2. the current quality and manner in which resolutions were presented to recipients be enhanced and the Town Clerk be asked to look at how this could be achieved;
3. the Members Briefing be made available to past Members but that it not be made available on the website;
4. the inscribed resolution to Committee Chairmen be presented to Chairmen at the Committee Dinner held in honour of the outgoing Chairman and that the resolution be suitably framed; and
5. the Culture, Heritage and Libraries Committee be requested to reconsider the quality of the material used to produce the sleeve for the pocket book.

#### 4. **REMUNERATION AND TIMING OF MEETINGS**

The Committee considered a report of the Town Clerk concerning the potential Remuneration of Members and possible changes to the timing of committee and other meetings.

Members proceeded to discuss the consultation process on the potential Remuneration of Members and possible changes to the timing of committee meetings in detail, during which the following comments were made:-

- the content of some of the questions contained in the questionnaires would benefit from further clarification and a number of suggestions were made to achieve this;
- consultation on the timing of meetings should include options for the status quo and evening meetings. Members should also be made aware that a Committee could opt to change the time of its meetings;
- the merits of seeking assistance and advice from an independent party on the issue of remuneration;
- the Financial Loss Scheme was used rarely which could be an indication that Members were not aware of the Scheme; it was also felt that it was not fit for purpose and that consideration should be given to it having a different description and that it should be given more prominence;
- the impact of the introduction of remuneration and reputational risks associated with it, including the tax implications and its introduction possibly resulting in the reduction in the number of Members should be made clear to Members before any questionnaire was circulated. It was also noted that the reduction in the number of Members would require primary legislation;

- the package of privileges currently offered to Members should be included in any discussion going forward; and
- the wider implications and a decision on the general direction of travel on the issue of remuneration should be established before consulting with Members more widely, as this would assist in avoiding further questions.

After further discussion it was suggested that prior to the instigation of the consultation exercises, a further paper which also addressed the pros and cons of the introduction of remuneration, should be prepared for discussion by all Members at the informal Private Members meeting of the Court in November. Members supported the suggestion.

RESOLVED – that prior to the instigation of the two consultation exercises, a further paper which also addressed the pros and cons of the introduction of remuneration, be prepared for discussion by all Members at the informal Private Members meeting of the Court in November.

5. **MARCHÉ INTERNATIONAL DES PROFESSIONNELS D'IMMOBILIER 2018 (MIPIIM PROPERTY CONFERENCE)**

The Committee considered a joint report of the City Surveyor and the Director of the built Environment concerning the 2018 MIPIIM property conference.

A Member referred to other authorities such as the City of Westminster reducing the number of attendees at MIPIIM to one or two representatives and questioned whether the proposal for the City Corporation's party of ten people was excessive. Another Member queried the format of engagement. He advised that, in his view, Dinners tended to work better than Receptions. The Chairman suggested that the City Surveyor and the Director of Built Environment be requested to take these factors into account when finalising the arrangements. The Committee supported this.

RESOLVED – That the content of the report be noted and that subject to the above-mentioned comments, the activities and team to attend MIPIIM in 2018 be approved at a cost not exceeding £98,000.

6. **DESIGNATION OF FUNDS FOR BRIDGING DIVIDES, CITY BRIDGE TRUST GRANTS PROGRAMME 2018-2023**

The Committee considered a joint report of the Chief Grants Officer and the Chamberlain concerning the Trust's new five year funding strategy *Bridging Divides* and the governance arrangements for the 2018-2023 grants programme.

The Chairman advised that the Grants Programme had been considered by the Resource Allocation Sub-Committee earlier this day and that it had recommended the establishment of the new programme but not the amount of

funds to be held within the designated fund. Members supported the Sub-Committee's recommendation.

RESOLVED – That it be recommended to the Court of Common Council that a designated fund be established for Bridge House Estates (1035628) out of the charity's unrestricted funds and from the income surplus in order to maintain and support the bridges for the new five-year '*Bridging Divides*' grants programme 2018-2023.

7. **SOCIAL MOBILITY EMPLOYER INDEX UPDATE**

The Committee considered a joint report of the Town Clerk, Director of Economic Development and the Director of Human Resources concerning the Social Mobility Employer Index.

Reference was made to the statement that the City Corporation had ranked 50th out of 98 participants and to it being misleading as generally it was the better performing organisations that participated. It was felt that it would have been more helpful to know where the City Corporation was positioned in relation to the top ranking employers.

RESOLVED – That the content of the report be noted and the proposed next steps to improve social mobility (i.e. the ability for talent from all backgrounds to gain access to and progress in employment) within the City Corporation be supported.

8. **REVIEW OF THE REMEMBRANCER'S BUSINESS PLAN 2017/20**

The Committee considered a report of the Remembrancer updating it on the activities of the Remembrancer's Office Business Plan for 2017/10.

Reference was made to the funding of the Remembrancer's Department and to it being heavily reliant on income from lettings. Members were advised that the Hospitality Working Party had questioned whether this approach was fair and had asked the Chamberlain to look into the matter.

RESOLVED – that the report be noted.

9. **ECONOMIC DEVELOPMENT OFFICE QUARTERLY ACTIVITY UPDATE**

The Committee considered the quarterly report of the Director of Economic Development updating it on the activities of the Economic Development Office between June and September 2017.

In response to a query the Director of Economic Development confirmed that, where relevant, the City Corporation's research documents and brochures were communicated in other languages.

A Member suggested that in future it would be helpful to also include an appendix in the quarterly report which also provided details of prospective visits.

RESOLVED – that the report be noted.

10. **ANNUAL WAIVERS REPORT 2016/17**

The Committee considered a report of the Chamberlain concerning the process for approving waivers as part of the procurement process.

A Member expressed concern about the high number of waivers. He advised that it was important for officers to follow the proper processes and for waivers to be used sparingly. The Chairman of the Finance Committee reminded Members that no officer should be able to spend money on goods and services without appropriate approval and questioned whether disciplinary action should be considered where retrospective approval had had to be taken as a result of not adhering to procedures.

RESOLVED – that the following be noted:-

1. the positive reduction in the number of waivers processed during the last financial year from 830 down to 388;
2. the value of waivers processed for 2016/17 was £10m;
3. the risks associated with approving waivers, in particular retrospective waivers which it was intended should cease during 2017-18; and
4. the need to consider waiver requests presented to Spending Committees in light of the risks highlighted and to ensure that prior to approval, the waiver was the only viable route to procure a contract.

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

The Committee considered a statement of the Chamberlain on the use of the Policy Initiatives Fund (PIF) and Committee Contingency for 2017/18.

RESOLVED – That the statement be noted.

12. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

The Committee considered a report of the Town Clerk reporting action taken since its last meeting.

RESOLVED – That it be noted that approval was given to the terms of the reference of the Outside Bodies Sub-Committee being amended as follows:-

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

- developing the Corporation's policy towards outside body appointments **and nominations**;
- keeping under review the effectiveness and appropriateness of the organisation's participation **with** individual bodies and ***maintain oversight where the Corporation holds links to outside bodies but no nomination rights***;
- giving initial consideration to new requests from outside bodies for nominations;
- ***advising the Court or relevant Committee as necessary on the needs and requirements of the outside body in respect of any vacancy or funding proposal***; and
- periodically reviewing the City Corporation's Outside Bodies protocol.

13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
**Diversity Questionnaire**

In response to a question on the progress of arrangements in relation to the collation of information on the makeup of the Court to assist discussions on diversity, the Assistant Town Clerk advised that a questionnaire had been circulated to all Members. He advised that as the questionnaire was anonymous and as a consequence it had been circulated in hard copy. Several Members confirmed that they had recently received a copy.

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
The following items of urgent business were considered:-

The Deputy Chairman was in the chair whilst this item was considered.

**Chairman's Visit to Tel Aviv**

The Committee considered a report of the Director of Economic Development concerning a visit by the Chairman to the global centre of cyber security in Tel Aviv, Israel in order to better understand the environment of cybercrime and promote innovation in the cyber security sector.

RESOLVED – That the Chairman's visit to Tel Aviv from 29-31 October 2017 be approved.

**Proposed Extension of the City of London Schools Internationally**

The Principal Committee and Members Services Manager advised that on reflection it was felt that the report on the proposed extension of the two City Schools internationally (item no. 17) should be considered as a public report and sought approval to the paper being brought forward into the public part of the meeting.

Several Members questioned whether the report was commercially sensitive. It was noted that whilst the report was not commercially sensitive the discussion

resulting from its consideration could be considered as such. Members were reminded that whilst the Schools business formed part of the City Corporation's non-local authority functions, it had been agreed by the Court that in the interests of transparency, the same principles of the Local Government Act should apply to the City Corporation's non-local authority activities.

RESOLVED – That the report be noted and that the implications of expanding the Schools internationally be explored further.

**15. 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.

<b>Item Nos.</b>	<b>Paragraph(s) in Schedule 12A</b>
16 - 26	1 and 3

**Part 2 – Non-Public Agenda**

**16. NON-PUBLIC MINUTES**

16a. The public minutes of the meeting held on 21 September 2017 were approved.

16b. The draft public minutes of the Projects Sub-Committee meeting held on 7 September 2017 were noted.

16c. The draft public minutes of the Public Relations and Economic Sub-Committee meeting held on 21 September 2017 were noted.

16d. The draft non-public minutes of the Members Privileges Sub-Committee meeting held on 21 September 2017 were noted.

**17. PROPOSED EXTENSION OF THE CITY OF LONDON SCHOOLS INTERNATIONALLY**

This report was considered in the public session at item no. 14.

**18. POLICE ACCOMMODATION STRATEGY: GENERAL UPDATE REPORT**

The Committee considered and approved a joint report of the City Surveyor, the Chamberlain and the Commissioner of the City of London Police concerning the progress of the Police Accommodation Strategy.



19. **1/5 LONDON WALL BUILDINGS EC2 - STRATEGY REPORT**

The Committee considered and approved a report of the City Surveyor concerning the strategy for dealing with the asset management of 1- 5 London Wall Buildings.

20. **SECURITY PROGRAMME**

The Committee considered and approved a report of the Director of the Built Environment concerning the programme of security measures and the creation of a dedicated team to oversee its delivery.

21. **PROJECT FUNDING UPDATE**

The Committee considered a report of the Chamberlain concerning the provision of funding to enable eight projects to proceed as follows:-

- Conversion of Disused Office in the Barbican
- Conversion of The Turret in the Barbican
- 4/14 Tabernacle Street
- CRM System
- Bunhill Fields
- Lord Mayor's State Coach
- Pipe Subways at Snow Hill and Holborn Viaduct
- HR Integrated Time Management and E-expenses system

It was noted that the Resource Allocation Sub-Committee had delegated the approval of the additional funding for the Bank Junction Experimental Scheme to the Town Clerk in consultation with the Chairmen and Deputy Chairmen of the Sub-Committee and the Projects Sub-Committee pending the provision of further information.

22. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

The Committee considered a report of the Town Clerk reporting action taken since its last meeting. It was noted that approval was given the appointment of the building services engineers, civil and structural engineers and architects in connection with the Centre for Music.

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

There were no questions.

24. **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 for consideration.

### **Part 3 - Non-Public Confidential Agenda**

**25. CONFIDENTIAL MINUTES**

It was agreed that the confidential minutes of the meeting held on 21 September 2017 should be amended to better reflect discussion and be resubmitted to the next meeting of the Committee for approval.

**26. NOMINATED DEPUTY TOWN CLERK AND CHIEF EXECUTIVE**

The Committee considered and agreed a report of the Town Clerk concerning the arrangements for a nominated Deputy Town Clerk and Chief Executive.

**The meeting ended at 2.55pm**

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Chairman

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