

## POLICY AND RESOURCES COMMITTEE

Thursday, 18 January 2018

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

### **Present**

#### **Members:**

Deputy Catherine McGuinness (Chairman)  
Sir Mark Boleat (Deputy Chairman)  
Simon Duckworth (Vice-Chair)  
Hugh Morris (Vice-Chair)  
Deputy John Bennett  
Deputy Keith Bottomley  
Henry Colthurst  
Alderman Peter Estlin  
Marianne Fredericks  
Christopher Hayward  
Deputy Wendy Hyde  
Deputy Jamie Ingham Clark (Ex-Officio Member)  
Deputy Edward Lord  
Jeremy Mayhew  
Andrew McMurtrie (Ex-Officio Member)  
Wendy Mead (Chief Commoner)  
Deputy Joyce Nash  
Graham Packham (Ex-Officio Member)  
Dhruv Patel (Ex-Officio Member)  
Alderman William Russell  
Deputy Dr Giles Shilson  
Jeremy Simons (Ex-Officio Member)  
Deputy Tom Sleigh  
Sir Michael Snyder  
Deputy John Tomlinson  
Deputy Philip Woodhouse  
Alderman Sir David Wootton

#### **Officers:**

John Barradell	-	Town Clerk and Chief Executive
Peter Kane	-	Chamberlain
Paul Double	-	Remembrancer
Paul Wilkinson	-	City Surveyor
Carolyn Dwyer	-	Director of Built Environment
Caroline Al-Beyerty	-	Chamberlains
Deborah Cluett	-	Assistant Comptroller and City Solicitor
Dave McGinley	-	Temporary Commander, City of London Police

Damian Nussbaum	-	Director of Economic Development
Bob Roberts	-	Director of Communications
David Farnsworth	-	Chief Grants Officer
Kate Smith	-	Town Clerk's Department
Simon Murrells	-	Assistant Town Clerk
Peter Lisley	-	Assistant Town Clerk
Angela Roach	-	Principal Committee and Members Services Manager

1. **APOLOGIES**

Apologies for absence were received from Doug Barrow, Stephen Haines and Ian Luder.

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

The Chairman declared an interest in item 10 as both her, and her husband, were Trustees of the Epping Forest Centenary Trust. The Chairman, Joyce Nash and Sir Michael Snyder also declared an interest in that item as members of the Guildhall Historical Association. The Deputy Chairman commented that other Members were in a similar position but as the item was merely about measuring benefits in kind there was no need for any Member to declare an interest.

3. **MINUTES**

3a. The minutes of the meeting held on 14 December 2017 were approved.

3b. The draft minutes of the Resource Allocation Sub-Committee meeting held on 14 December 2017 were noted.

3c. The draft minutes of the Public Relations and Economic Development Sub-Committee meeting held on 14 December 2017 were noted.

3d. The draft minutes of the Project Sub-Committee meeting held on 11 December 2017 were noted.

3e. The draft minutes of the Courts Sub-Committee meeting held on 8 December 2017 were noted.

4. **APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND WORKING PARTIES**

The Committee considered appoints to the Capital Buildings Committee, Public Relations and Economic Sub-Committee and the Housing Delivery Programme Working Party.

RESOLVED – That:-

1. Peter Bennett and Keith Bottomley be appointed as the Committee's representatives on the Capital Buildings Committee;
2. Christopher Hayward be appointed to serve on the Public Relations and Economic Development Sub-Committee in the room of Alderman Sir Michael Bear; and
3. Michael Cassidy, Alderman Gregory Jones, James Thomson and Philip Woodhouse be appointed to serve on the Housing Delivery Programme Working Party.

5. **CORPORATE PLAN 2018-23**

The Committee considered a report of the Town Clerk concerning the refreshed version of the Corporate Plan, 2018-23.

The Committee commended the Head of Corporate Strategy and Performance on the production of the report. A Member referred to the importance of the document and to officers working towards its general direction of travel. He was of the view that the report when presented to the Court would benefit from a short introduction. Members supported his suggestion.

RESOLVED – That:-

1. the refreshed Corporate Plan, 2018-23 be supported as set out appendix 1 of the report and that it be recommended to the Court of Common Council for approval;
2. it be noted that:-
  - a further alignment of departmental Business Plans for 2018-19 with the Corporate Plan, 2018-23 was intended via the revised two-page high-level summary Business Plan template as set in appendix 2 of the report; and
  - from March 2019, and annually thereafter, the Corporate Plan annual review, priorities for the coming year and budget would be presented in the same document.

6. **LONDON COUNCILS GRANTS SCHEME**

The Committee considered a report of the Town Clerk concerning the London Councils Grants Scheme, its expenditure and the City Corporation's contribution to it.

RESOLVED – That:-

1. approval be given to the total amount of expenditure to be incurred in 2018/19 under the London Councils Grants Scheme (£8.668m) and to the City Corporation's contribution to it for 2018/19 (£7,133); and

2. subject to the approval of the Court of Common Council (as levying body for the Scheme) and to at least two-thirds of constituent councils also agreeing the total expenditure to be incurred before 1 February 2018, a levy of £6,668,152 be agreed as set out in appendix B of the report.

7. **SERVICE BASED REVIEW MONITORING**

The Committee considered a report of the Chamberlain updating it on the monitoring of Service Based Review (SBR) savings. It was noted that currently five departments had outstanding issues in respect of SBR savings as follows:-

- City Surveyor: The target for 2018/19 remained challenging and was dependent on implementation of the cross-cutting Facilities Management review.
- Community and Children's Services: Proposals for additional income from Barbican Estate car parking and baggage stores were being reconsidered following discussions at the Barbican Residential Committee. Savings would be realised from other budgets in 2017/18 while a review of charging/income options took place.
- Open Spaces: Proposals for Epping Forest were on hold pending progress on the Open Spaces Bill. One-off savings had, however, been substituted for 2017/18.
- Barbican Centre: Proposals for savings in the Buildings and Operations area were under review and a further report would be presented to the Barbican Centre Board. Proposals for additional income in 2018/19 remained on track for delivery.
- City of London School for Girls: Additional income in 2017/18 was on track to be delivered.

RESOLVED – That:-

1. the report be noted and that in future, updates be received in respect of the outstanding SBR savings via the Efficiency and Sustainability Plan; and
2. the City Surveyor's local risk budget be increased by £300k per annum for 2017/18 and subsequent financial years, to meet the cost of the unfunded Assistant Property Facility Managers posts. This cost to be met from the savings arising from the City Surveyor's SBR.

8. **MAYOR OF LONDON - WOMEN'S NIGHT SAFETY CHARTER**

The Committee considered a report of the Head of Community Safety Team seeking support for a Women's Night Safety Charter which was currently being developed by the GLA.

During discussion the following points were raised:-

- The City Corporation and the London Boroughs had a duty of care for everyone using their streets;
- A Member advised that it was important to ensure that the charter was a living document with appropriate action being taken;

- in answer to a question on whether London Councils had been consulted on the Charter, Members were advised that it had and that it was supportive of the GLA's general aspirations.

RESOLVED – That:-

1. the development of a Women's Night Safety Charter be supported in principle; the draft response attached as an appendix to the report be agreed and that it be noted that City Corporation and City of London Police officers would work to support the development and implementation of this charter; and
2. the approval of the final wording of the Charter, prior to it being signed, be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman of the Committee.

9. **REVIEW OF THE WOMEN IN FINANCE CHARTER**

The Committee considered a report of the Director of Communications concerning the annual review of the Women in Finance Charter.

RESOLVED – That the 2017-2018 annual review of the Women in Finance Charter be supported at a cost of £35,000 to be funded from the Policy Initiatives Fund for 2018/19, categorised under "Events" and charged to City's Cash.

10. **BENEFITS IN KIND POLICY**

The Committee considered a report of the Chief Grants Officer concerning the City Corporation's Benefits in Kind (BIK) policy.

Reference was made to the level of bureaucracy associated with the proposal and to whether a policy was necessary. The Committee was advised that the BIK policy existed already, however, it was in need of further work. The revised policy addressed those inadequacies and was intended to avoid excessive bureaucracy.

RESOLVED – That the revised BIK definition and the proposed BIK policy to guide decisions approving BIK be adopted with effect from 1<sup>st</sup> April 2018.

11. **MAJOR HIGHWAY WORKS FOR 2018**

The Committee considered a report of the Director of the Built Environment concerning major activities on the City's highways in 2018.

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

- A Member questioned whether road closures to accommodate development projects were always necessary and suggested that

more innovative solutions should be identified which helped to minimise the adverse impact on traffic flow.

- Reference was made to capacity on the highway and the space now utilised by cycle lanes.
- It was noted that work was currently being undertaken to develop a comprehensive transport strategy which would address the concerns raised as well as proposals to create a Transport Commission.
- The Port of London Authority was supportive of use being made of the river and therefore more thought should be given to transporting goods and other material via the river as this would help to reduce traffic congestion. Members acknowledged the scope for using the Walbrook site and its potential for assisting with future proposals on consolidation.
- In answer to a question about the “for information” status of the report and the need for more Member involvement in the decision-making process particularly on road closures, the Committee was advised that responsibility for road closures had been delegated to the Director of the Built Environment. Nevertheless, the need for Member involvement was acknowledged. The Chairman of the Streets and Walkways Sub-Committee advised that he and the Deputy Chairman of the Sub-Committee would be content to provide relevant oversight and the Committee supported this.

RESOLVED – That the report be noted and that support be given to the Chairman and Deputy Chairman of the Streets and Walkways Sub-Committee providing Member sight with regard to road closures.

## 12. **SPECIAL EVENTS ON THE HIGHWAY**

The Committee considered a report of the Director of the Built Environment outlining the major special events planned in the City in 2018.

Reference was made to the Culture Mile event and whilst Members were supportive, concern was expressed about the need to close Beech Street for a period of six days to accommodate it. It was, therefore, suggested that the organisers be advised that whilst the City Corporation was supportive of the event, the prolonged closure of the road could not be accommodated and should be reduced.

RESOLVED – That the events as set out in Appendix 5 of the report be supported subject to the length of the road closure associated with the Culture Mile event being reduced.

13. **CYBER SECURITY DIRECTORATE**

Members were advised that the Cyber Security Directorate report had been considered by the Resource Allocation Sub-Committee earlier. Whilst the Sub-Committee was supportive of the principle of the City Corporation becoming involved in cyber security, particularly in its capacity as a champion for business, it felt that the report as drafted, did not clearly define the scope of what was proposed and that potentially it was too wide ranging for the City Corporation. The Sub-Committee had therefore asked for a further paper to come back which addressed the issue of scope and the reality of what the City Corporation might be able to deliver.

In view of the above the report was therefore withdrawn.

14. **ECONOMIC DEVELOPMENT ACTIVITIES UPDATE**

The Committee considered a quarterly a report of the Director of Economic Development updating it on the activities undertaken by his office.

RESOLVED – That the report be noted.

15. **DATA PROTECTION BILL 2017**

The Committee considered a report of the Remembrancer concerning the Data Protection Bill 2017 and the provisions contained within it.

It was noted that the City Corporation fell within the scope of the Bill in relation to personal data processing.

RESOLVED – That the report and the steps being taken to ensure compliance with the provisions of the Data Protection Bill be noted.

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

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

RESOLVED – That the statement be noted.

17. **RESOURCING THE IMPLEMENTATION OF BRIDGING DIVIDES**

The Committee considered a joint report of the Town Clerk and the Chief Grants Officer concerning the resources required to implement 'Bridging Divides', the City Bridge Trust's (CBT) approved charitable funding strategy

RESOLVED – That the strategic framework for the implementation of 'Bridging Divides' be approved as set out in the report and that it be noted that further reports relating to the framework would be brought back to relevant Committees for decision in due course.

18. **BRIDGE HOUSE ESTATES STRATEGIC FUND REVIEW**

The Committee considered a joint report of the Chief Grants Officer and the Chamberlain proposing the creation of a Bridge House Estates (BHE) Strategic

Review Fund totalling up to £1m, to support wider impacts of the implementation of Bridging Divides.

Reference was made to possibility of high costs of governance being reported within the BHE Annual Report as a result of the Fund.

It was suggested that the Chairman of the Investment Committee should also be included in the consultation process for the approval of bids from the new Fund. The Committee supported the suggestion.

RESOLVED – That the creation of a BHE Strategic Review Fund, totalling up to £1m be supported and that the governance arrangements for the approval of bids against the above Fund be delegated to the Town Clerk in consultation with the Chairmen of Policy & Resources and Finance Committees, the City Bridge Trust, the Chief Grants Officer and Deputy Chamberlain be agreed, subject to the inclusion of the Chairman of the Investment Committee in the consultation process.

**19. CITY BRIDGE TRUST: PROPOSED REVENUE BUDGET - 2018/19**

The Committee considered a joint report of the Chamberlain and the Town Clerk concerning the 2018/2019 revenue budget (the first year of the new funding strategy for Bridging Divides programme) overseen by the City Bridge Trust (CBT) Committee.

RESOLVED – That the 2018/19 revenue budget of £23.810m be approved and that the Chamberlain be authorised to revise the individual budgets to allow for any necessary realignment of funds resulting from corporate projects.

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

**Still and Star – Asset of Community Value**

In answer to a request for an update on the status of the appeal against the decision to include the Still and Star Public House on the City Corporation's list of Assets of Community Value, Members were informed that the First Tier Tribunal had upheld the decision and that it was now up to the appellant to pursue the matter further. It was also noted that the pub had been closed since October 2017.

**Public Relations and Economic Development Sub-Committee**

A Member referred to the composition of the Sub-Committee and to the merits of the Senior Alderman Below the Chair being allocated an ex-officio place on it. Members supported the suggestion.

RESOLVED – That the composition of the Public Relations and Economic Development Sub-Committee be amended to include the Senior Alderman Below the Chair as an ex-officio Member.

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

There were no urgent items.

22. **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.

**Item Nos.**

**Paragraph(s) in Schedule 12A**

16 - 26

1 and 3

**Part 2 – Non-Public Agenda**

23. **NON-PUBLIC MINUTES**

23a. The non-minutes of the meeting held on 14 December 2017 were approved.

23b. The draft non-minutes of the Resource Allocation Sub-Committee meeting held on 14 December 2017 were noted.

23c. The draft non-minutes of the Public Relations and Economic Development Sub-Committee meeting held on 14 December 2017 were noted.

23d. The draft non-minutes of the Project Sub-Committee meeting held on 11 December 2017 were noted.

23e. The draft non-minutes of the Courts Sub-Committee meeting held on 8 December 2017 were noted.

23f. The draft non-public minutes of the Hospitality Working Party held on 13 December 2017 were noted.

24. **POLICE ACCOMMODATION STRATEGY - 21 NEW STREET**

The Committee considered and agreed a joint report of the Chamberlain, Commissioner of the City of London Police and the City Surveyor concerning the business rates and reversionary lease for 21 New Street.

25. **SECURE CITY PROGRAMME UPDATE AND RESOURCING**

The Committee considered and agreed a report of the Commissioner of the City of London Police concerning the Secure City Programme.

26. **PROJECT FUNDING UPDATE**

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

- The Monument Visitor Centre
- Police Digital Interview Recording System Replacement
- Police Telephony System Replacement

27. **CYCLICAL WORKS PROGRAMME**

The Committee considered and agreed a report of the Chamberlain concerning the funding of the Cyclical Works Programme for 2018/19.

28. **FIRST REGISTRATION OF THE CITY'S FREEHOLD TITLES**

The Committee considered a report of the City Surveyor concerning the City Corporation's freehold title registration project.

RESOLVED – That the report be noted.

29. **STRATEGIC PROPERTY REVIEW**

The Committee received annual progress reports of the City Surveyor concerning the following property estates:-

**29a. City's Estate Strategic Review**

RESOLVED – that the report be noted.

**29b. City Fund Strategic Review**

This report was withdrawn.

**29c. Bridge House Estates Strategic Review**

RESOLVED – that the report be noted.

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

There were no questions.

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

The following item of urgent business was considered:-

## **Head of Security Guildhall Complex**

The Committee considered and agreed a report of the City Surveyor concerning the provision of funding to recruit a Head of Security of the Guildhall Complex.

## **Carillon Construction**

The Director of the Built Environment was heard regarding the impact of Carillon Construction going into liquidation. She confirmed that Carillon was not a City Corporation Contractor and therefore it was not directly affected.

**The meeting closed at 2.45pm**

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Chairman

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