



Policy and Resources Committee

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

Members:

Deputy Catherine McGuinness (Chairman)	Jeremy Mayhew
Sir Mark Boleat (Deputy Chairman)	Andrew McMurtrie (Ex-Officio Member)
Simon Duckworth (Vice-Chair)	Wendy Mead (Chief Commoner)
Hugh Morris (Vice-Chair)	Deputy Alastair Moss (Ex-Officio Member)
Deputy Douglas Barrow	The Lord Mountevans (Ex-Officio Member)
Deputy John Bennett	Deputy Joyce Nash
Deputy Keith Bottomley	Graham Packham (Ex-Officio Member)
Alderman Charles Bowman, Rt.	Dhruv Patel (Ex-Officio Member)
Hon. The Lord Mayor	Alderman William Russell
Henry Colthurst	Alderman Baroness Scotland (Ex-Officio Member)
Alderman Peter Estlin	Deputy Dr Giles Shilson
Marianne Fredericks	Jeremy Simons (Ex-Officio Member)
Deputy the Revd Stephen Haines (Ex-Officio Member)	Deputy Tom Sleigh
Christopher Hayward	Sir Michael Snyder
Deputy Wendy Hyde	Deputy John Tomlinson
Deputy Jamie Ingham Clark (Ex-Officio Member)	Deputy Philip Woodhouse
Deputy Edward Lord	Alderman Sir David Wootton
Alderman Ian Luder	

Enquiries: Angela Roach
tel. no.: 020 7332 3685
angela.roach@cityoflondon.gov.uk

Lunch will be served in Guildhall Club at 1PM
NB: Part of this meeting could be the subject of audio visual recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. APOLOGIES

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

3. MINUTES

To consider minutes as follows:-

- a) To agree the public minutes of the meeting held on held on 18 January 2018.
For Decision
(Pages 1 - 12)
- b) To note the draft public minutes of the Members Privileges Sub-Committee meetings held on 12 January and 7 February 2018 and to consider the recommendations contained therein.
For Decision
(Pages 13 - 22)
- c) To note the draft non-public minutes of the Projects Sub-Committee meeting held on 17 January 2018.
For Information
(Pages 23 - 30)
- d) To note the draft public minutes of the Resource Allocation Sub-Committee meeting held on 18 January 2018.
For Information
(Pages 31 - 36)
- e) To note the draft minutes of the joint meeting of the Resource Allocation and Efficiency and Performance Sub-Committees with Committee Chairmen.
For Information
(Pages 37 - 40)
- f) To note the draft public minutes of the Public Relations and Economic Development Sub-Committee meeting held on 18 January 2018.
For Information
(Pages 41 - 46)
- g) To note the draft public minutes of the Outside Bodies Sub-Committee meeting held on 26 January 2018 and to consider the recommendations in items 5 and 6.
For Decision
(Pages 47 - 50)

4. **MUSEUM OF LONDON GOVERNORS' TERM OF OFFICE**
Report of the Town Clerk.
For Decision
(Pages 51 - 54)
5. **CORPORATE DIPLOMATIC ENGAGEMENT POLICY**
Report of the Town Clerk.
NB: this report is also due to be considered by the General Purposes Committee of the Court of Aldermen.
For Decision
(Pages 55 - 60)
6. **CULTURAL MILE REVENUE BUDGET**
Joint report of the Chamberlain and the Assistant Town Clerk and Culture Mile Director, together with a resolution from the Culture Mile Working Party meeting held on 7 February 2018.
For Decision
(Pages 61 - 64)
7. **PAY POLICY STATEMENT**
Report of the Director of Human Resources.
For Decision
(Pages 65 - 78)
8. **MANAGING DIRECTOR BRUSSELS OFFICE**
Report of the Director of Economic Development.
For Decision
(Pages 79 - 82)
9. **INNOVATE FINANCE - SPONSORSHIP**
Report of the Director of Economic Development.
For Decision
(Pages 83 - 94)
10. **CHATHAM HOUSE 2018 BREXIT PROGRAMME - SPONSORSHIP**
Report of the Director of Communications.
For Decision
(Pages 95 - 98)
11. **WINCOTT FOUNDATION'S 'WINCOTT AWARDS' - SPONSORSHIP**
Report of the Director of Communications.
For Decision
(Pages 99 - 100)
12. **POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY**
Report of the Chamberlain.
For Information
(Pages 101 - 116)

13. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**
Report of the Town Clerk.
For Information
(Pages 117 - 118)
14. **CAPITAL BUILDINGS COMMITTEE - TERMS OF REFERENCE**
Resolution from the Capital Buildings Committee concerning its terms of reference (TO FOLLOW).
For Decision
15. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
17. **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.

Part 2 - Non-Public Agenda

18. **NON-PUBLIC MINUTES**
To consider non-public minutes of meetings as follows:-
- a) To agree the non-public minutes of the meeting held on 18 January 2018.
For Decision
(Pages 119 - 124)
- b) To note the draft non-public minutes of the meeting of joint Resource Allocation and Efficiency and Performance Sub-Committees with Committee Chairmen and consider the recommendations contained therein.
For Decision
(Pages 125 - 128)
- c) To note the draft non-public minutes of the Resource Allocation Sub-Committee meeting held on 18 January 2018.
For Information
(Pages 129 - 130)
- d) To note the draft non-public minutes of the Projects Sub-Committee meeting held on 17 January 2018.
For Information
(Pages 131 - 138)

- e) To note the draft non-public minutes of the Hospitality Working Party meeting held on 23 January 2018.

For Information
(Pages 139 - 144)

19. **STRATEGIC REVIEW OF THE CITY'S WHOLESALE MARKETS**

To consider a resolution from the Markets Committee meeting held on 24 January 2018, together with a report of the Director of Markets and Consumer Protection.

NB: The Appendix (consultant's report) has been circulated as an electronic document only. Hard copies are available on request.

For Decision
(Pages 145 - 154)

20. **POULTRY MARKET REPAIRS**

Report of the City Surveyor.

NB: This report has been considered and approved by the Projects Sub-Committee and the Markets Committee.

For Decision
(Pages 155 - 160)

21. **EMERGENCY SERVICES MOBILE COMMUNICATIONS PROGRAMME**

Report of the Commissioner of the City of London Police.

NB: This report has been considered and approved by the Police Committee.

For Decision
(Pages 161 - 172)

22. **LORD MAYOR'S SHOW**

Report of the Town Clerk.

NB: This report is also due to be considered by the Finance Committee

For Decision
(Pages 173 - 178)

23. **ST LAWRENCE JEWRY CHURCH - UPDATE**

Joint report of the Town Clerk and City Surveyor.

For Decision
(Pages 179 - 184)

24. **UK GREEN FINANCE INSTITUTE**

Report of the Director of Economic Development.

For Decision
(Pages 185 - 188)

25. **CITY FUND STRATEGY REPORT**

Report of the City Surveyor.

NB: This report is due to be considered by the Property Investment Board and the Finance and Investment Committees. Please also note that the annual review has been circulated as an electronic document only and is available on request.

For Information
(Pages 189 - 190)

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

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

POLICY AND RESOURCES COMMITTEE **Thursday, 18 January 2018**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 18 January 2018 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	-	The Chamberlain
Paul Double	-	City Remembrancer
Paul Wilkinson	-	City Surveyor
Carolyn Dwyer	-	Director of Built Environment
Caroline Al-Beyerty	-	Deputy Chamberlain
Deborah Cluett	-	Assistant Comptroller and City Solicitor
Dave McGinley	-	Temporary Commander Dave McGinley, 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
Karen Atkinson	-	Chamberlain'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 appointments 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 to everyone using its 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 will 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 1st 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 to 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. City's Estate Strategic Review

RESOLVED – that the report be noted.

29d. 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 ended at 2.45pm

Chairman

**Contact Officer: Angela Roach
tel. no.: 020 7332 3685
angela.roach@cityoflondon.gov.uk**

This page is intentionally left blank

MEMBERS PRIVILEGES SUB (POLICY AND RESOURCES) COMMITTEE

Friday, 12 January 2018

Minutes of the meeting of the Members Privileges Sub (Policy and Resources) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Friday, 12 January 2018 at 10.00 am

Present

Members:

Wendy Mead (Chief Commoner) (Chairman)
Simon Duckworth
Ann Holmes
Deputy Jamie Ingham Clark
Deputy Edward Lord
Deputy Catherine McGuinness (Ex-Officio Member)
John Scott (Ex-Officio Member)
Jeremy Simons
Michael Welbank

Officers:

Angela Roach	- Principal Committee and Members Services Manager
Tina Denis	- Executive Assistant, Town Clerk's Office
Scott Govan	- City Surveyor's Office

1. APOLOGIES

An apology for absence was received from Richard Regan.

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were no declarations.

3. MINUTES

The minutes of the Sub-Committee meeting held on 19 October 2017 were approved.

4. ACCESS TO GUILDHALL CLUB AREAS

The Sub-Committee considered a resolution from the House Committee of Guildhall Club proposing that, in terms of access to the Members' Room area, in addition to current Members, past Lord Mayors and past Chief Commoners who were no longer on the Court, access to that area should be extended to

include past Chairmen of the Policy and Resources Committee who were no longer on the Court. Members supported the suggestion.

RESOLVED – that it be recommended to the Policy and Resources Committee that, in addition to current Members, past Lord Mayors and past Chief Commoners who were no longer on the Court of Common Council, access to the Members Room area be extended to past Chairmen of the Policy and Resources Committee who were no longer on the Court.

5. BUSINESS CARDS IMPRINTED IN BRAILLE

The Sub-Committee considered a resolution from the Grand Committee asking it to consider whether business cards should be imprinted in braille.

A number of Members commented that whilst they had never had cause to have braille available, they would have no objection to business cards being produced in that manner. However, the approach to this should be measured and that it should be undertaken where there is a clear business need only and not introduced across the board. It was also suggested that the wording imprinted should be generic for all users.

RESOLVED – That it be recommended to the Policy and Resources Committee, business cards should be imprinted in braille where there is a clear business case for doing so only and that consideration be given to the wording on the card being generic for all users.

6. PROVISION OF LOCKERS FOR CHAIRMEN AND THEIR DEPUTIES

The Sub-Committee considered a report of the City Surveyor concerning the provision of a limited number of lockers in the Members small IT room on the mezzanine floor for Chairmen and, possibly their deputies, to store committee papers and small devices.

Members supported the provision of lockers based on option 1 – the purchase of 24 lockers fitted with key locks at an estimated cost of £700 and noted the alternative option included having lockers fitted with combination locks at a cost of £1400. It was also suggested that two master keys should be made available, one held by the Security Desk and the other by the Committee Desk.

A Member asked for a confidential waste bin to also be placed in the room.

RESOLVED – That it be recommended to the Policy and Resources Committee that a limited number of lockers be provided for the use of chairmen (and/or their deputies) in the Members small IT room on the mezzanine floor and that this be based on Option 1 - the provision of 24 lockers fitted with key locks at an estimated cost of £700.

7. **PROPOSED CHIEF COMMONER'S HANDBOOK**

The Sub-Committee considered a paper prepared by Deputy Edward Lord on the possible introduction of a Chief Commoner's Handbook.

Members welcomed the introduction of a handbook on the role of the Chief Commoner and thanked Mr Lord for producing the first draft. The Sub-Committee considered each section in turn and during discussion, amongst other things, the following comments were made:-

- It was suggested that the final wording of the document be delegated to the Town Clerk in consultation with the Chief Commoner and the Chief Commoner Elect for approval.
- The Chairman of Policy stated whilst she supported the production of the handbook, she was concerned at over-codifying activities. She suggested that further thought be given to certain aspects of the document to avoid confusion. She also suggested that the views of Director of Communications should be sought to ensure that the language used in parts was suitable for a public document.
- Members also questioned the reference to backbenchers; the level of refreshments to be provided and whether it was necessary to include a section on consorts;
- It was agreed that a revised version of the handbook which took on board the comments made this day should be brought back to the Sub-Committee for further consideration prior to the meeting of the Grand Committee on 22 February, having been considered by relevant officers in more detail.

The Chairman of Policy referred to the different sizes of the overnight accommodation currently available to the Chief Commoner and the Chairman of Policy. The position of Policy Chairman had a five-year tenure and a high volume of work which resulted in the office holder having to spend considerable time at Guildhall. She pointed out that she lived relatively close and found the flat currently provided perfectly adequate. However, future policy chairmen who lived further afield might need to base themselves principally at Guildhall during the week. She therefore questioned whether thought should be given to switching around the accommodation of the two office holders (once her own term had finished) to provide the larger space to the policy chairman. Detailed discussion ensued on the provision of accommodation and whilst it was accepted that the current facility available to the Chairman of Policy was small for a post holder who needed to use it as a week time base, it was agreed that it should be examined to ensure that it was comparable to that offered to the Chief Commoner rather than contemplating any reallocation.

RESOLVED – that:-

1. a revised version of the handbook be submitted to the Sub-Committee and that a further meeting be convened to take place to consider it before the February meeting of the Policy and Resources Committee; and
 2. it be recommended to the Grand Committee that the overnight accommodation currently available to the Chairman of the Policy and Resources Committee be reviewed with a view to it being comparable to that offered to the Chief Commoner.
8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

Chief Commoners' Pictures

Reference was made to the Chief Commoner's pictures located on the third floor and it was noted that the picture of one of the past Chief Commoners, Christopher Mitchell, had completely faded and needed to be replaced.

RESOLVED – That the Town Clerk's office be requested to look in to replacing the picture of Mr Mitchell.

Use of Chairmen's Meeting Rooms

Reference was made to an incident concerning the use of Chairman's Room 1. A Member who was present at a previous meeting in Chairman's Room 1 explained that the room had been booked by a Chairman for a small City Corporation meeting as it required the use of a dial-in facility. It was noted that the committee rooms did not offer such a facility and therefore it was the only room the Chairman could use at that time. However, on the day he had been asked to relocate to another room by another Chairman because it was not an appropriate use of the room.

It was noted that the Surveyor's Office was looking at a project to upgrade meeting room facilities to include appropriate technology and it was suggested that this also include the rooms in the committee room area on the 2nd Floor of the West Wing.

RESOLVED – That the City Surveyor be requested to include the rooms in the committee room area on the 2nd Floor of the West Wing in the project looking at the upgrade of meeting room facilities.

Overnight Accommodation Keys

It was suggested that consideration be given to dispensing with keys for unlocking these rooms and that the system be made more efficient with the introduction of a Cotag system.

RESOLVED – That the City Surveyor be requested to consider dispensing with a key system to gain entry to these rooms and to instead extend the Cotag system.

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

There were no urgent items.

The meeting ended at 10.50am

Chairman

**Contact Officer: Angela Roach
tel. no.: 020 7332 3683
angela.roach@cityoflondon.gov.uk**

This page is intentionally left blank

MEMBERS PRIVILEGES SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 7 February 2018

Minutes of the meeting of the Members Privileges Sub (Policy and Resources) Committee held at the Guildhall EC2 at 10.30 am

Present

Members:

Wendy Mead (Chief Commoner)
(Chairman)
Ann Holmes
Deputy Jamie Ingham Clark
Deputy Edward Lord
Deputy Catherine McGuinness (Ex-Officio Member)
John Scott (Ex-Officio Member)
Jeremy Simons

Officers:

Tina Denis	-	Town Clerk's Department
Angela Roach	-	Principal Committee and Members Services Manager
Nigel Lefton	-	Remembrancer's Department

1. APOLOGIES

An apology for absence was received from Richard Regan.

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were no declarations.

3. MINUTES

The minutes of the Sub-Committee meeting held on 12 January 2018 were approved as a correct record.

Matters Arising

Provision of Lockers for Chairmen and Their Deputies

Reference was made to the request for the provision of 24 lockers fitted with key locks and to the fact that there were 28 Chairmen that the facility would be offered to. The Chief Commoner had, therefore, agreed to the number of lockers being increased by four. It was noted that the additional lockers could

be accommodated within the small IT room on the mezzanine floor and that it would increase the estimated cost of providing lockers from £700 to approximately £840. Members supported the increase.

RESOLVED – That it be recommended to the Policy and Resources Committee that 28 lockers fitted with key locks be provided for the use of Chairmen (and/or their Deputies) in the Members small IT room on the mezzanine floor at an estimated cost of £840.

Chairmen and Deputy Chairmen Meeting Rooms

A Member requested that Chairmen and Deputy Chairmen be reminded of the process for booking use of the meeting rooms on the 2nd floor of the West Wing.

4. PROPOSED CHIEF COMMONER'S HANDBOOK

The Sub-Committee considered a revised draft of a Chief Commoner's Handbook prepared by Deputy Edward Lord which now incorporated the comments of a number Members' including the Chief Commoner and the Chief Commoner Elect.

During discussion a number of suggestions were made, and it was noted that there were a few small typing errors that would be corrected. Reference was also made to ensuring that consistency was applied to the Chief Commoner's place in formal processions such as a School Prize Giving and to the seating position at Committee events. It was noted that issues such as this would be addressed should the creation of the handbook be formerly supported by the Grand Committee.

RESOLVED – That it recommended to the Policy and Resources Committee that a Chief Commoner's Handbook be created to provide information on the protocols of the Office to all new incumbents as well as to assist the support services provided the Office.

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

There were no questions.

6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT Deputy Michael Welbank

The Sub-Committee unanimously expressed its sincere gratitude to Deputy Michael Welbank, the previous Chief Commoner, for all his work, support and direction and wished him well upon his retirement from the Court of Common Council.

The meeting closed at 11.00am

Chairman

**Contact Officer: Tina Denis
tel. no.: 020 7332 3801
tina.denis@cityoflondon.gov.uk**

This page is intentionally left blank

PROJECTS SUB (POLICY AND RESOURCES) COMMITTEE

Wednesday, 17 January 2018

**Minutes of the meeting of the Projects Sub (Policy and Resources) Committee
held at the Guildhall EC2 at 10.00 am**

Present

Members:

Sir Michael Snyder (Chairman)	Marianne Fredericks
Hugh Morris (Deputy Chairman)	Christopher Hayward
Deputy Keith Bottomley	Deputy Catherine McGuinness
Karina Dostalova	James Tumbridge

Officers:

Peter Lisley	- Town Clerk's Department
Alistair MacLellan	- Town Clerk's Department
Paige Upchurch	- Town Clerk's Department
Rohit Paul	- Town Clerk's Department
Sarah Baker	- Town Clerk's Department
Jennifer Ogunleye	- Town Clerk's Department
Caroline al-Beyerty	- Deputy Chamberlain
Matt Gosden	- Chamberlain's Department
Paul Wilkinson	- City Surveyor
Pater Young	- City Surveyor's Department
Carolyn Dwyer	- Director of the Built Environment
Richard Steele	- Director of Built Environment
Iain Simmons	- Director of Built Environment
Ian Hughes	- Director of Built Environment
Simon Glynn	- Director of Built Environment
Dave McGinley	- City of London Police
Pauline Weaver	- City of London Police
Anthony Cairney	- City of London Police
Martin O'Regan	- City of London Police
Charles Griffiths	- City of London School
Colin Buttery	- Director of Open Spaces
Jacqueline Eggleston	- Open Spaces Department
Paul Murtagh	- Community and Children's Services Department
Ellie Ward	- Community and Children's Services Department
Simon Cribbens	- Community and Children's Services Department

1. APOLOGIES

Apologies for absence were received from Sir Mark Boleat

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

There were no declarations of interests.

3. **MINUTES**

RESOLVED – That the public minutes and summary of the meeting held on 11 December 2017 are approved as an accurate record.

4. **GATEWAY APPROVAL PROCESS**

RESOLVED – That the Sub-Committee notes the Gateway Approval Process.

5. **GATEWAY 3/4 - HARMAN CLOSE - DECENT HOMES**

Members considered a Gateway 3/4 Options Appraisal (Regular) report of the Director of Community and Children's Services regarding Harman Close – Decent Homes.

- The Chairman requested confirmation as to how many units are involved and it was confirmed that there were 98 units.

RESOLVED – That Members:

- Note total estimated programme cost of £982,660 which includes fees and staff costs of £32,260 for decent homes works at Harman Close.
- Approve Option Two - authority is given for the Director of Community and Children's services to use in house staff and quantity surveyors to develop the specification and carry out procurement of a works contractor to then proceed to Gateway 5, at an estimated cost of £16,130.

6. **GATEWAY 4 - 60-70 ST MARY AXE**

Members considered a Gateway 4 Detailed Options Appraisal (Complex Route) report of the Director of Built Environment regarding 60 – 70 St. Mary Axe:

- The Chairman commented that the staff costs appeared to be very high and requested further information to be obtained in relation to the charged hourly rate compared to the typical market value for that work. Members agreed that authority be delegated to the Town Clerk to approve the report once this detail had been provided.
- The Director of Built environment informed the Members that an underspend in this area would rollover into the implementation costs. It was added that the estimates would be challenged by the relevant officers and those findings will be reported back to the Chairman.

RESOLVED – That authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to approve the report once further details on fees had been provided.

7. **GATEWAY 6 - CULTURE MILE POP-UPS**

Members considered a Gateway 6 Progress Report (Light) of the Director of Built Environment regarding Culture Mile Pop-ups:

- A Member commented that the fees seem high and asked which budget they were coming from. The Chamberlain confirmed that they are coming from the Cultural Hub Budget Provision.
- Members expressed some concerns over how projects such as this which involved culture could be assessed against value for money. For example, it was difficult to judge whether a project was achieving value for money in the absence of SMART objectives.
- In response to Members' comments, the Town Clerk agreed to bring Members' comments to the attention of the relevant spending committee.

Deputy Catherine McGuinness joined the meeting

- A Member mentioned a past 'hearts and sculpture' project that was similar and mentioned that it had a large start-up costs but had been successful.

RESOLVED – That the Members

- Approve the outlined 'Phase 2' (2018) of the Culture Mile Pop-ups, comprising events, installations and greening in the public realm in support of the Culture Mile.
- Approve the Culture Mile way-finding pilot subject to approval of the agreed signage system for use across the City, as set out in the Gateway 3 / 4 report entitled 'City-wide way-finding signage review'.
- Approve the funding of £470,700 to implement the Culture Mile Pop-ups as set out in this report
- Approve that officers seek any approvals, permits and consents necessary to implement Phase 2 of the Pop Ups programme.
- Note that future reports on Pop Ups will be received on an annual basis.

8. **GATEWAY 7 - COUSIN LANE - STREET ENHANCEMENTS**

Members considered a Gateway 7 Outcome Report (Light) report of the Director of Built Environment regarding Cousin Lane – Street Enhancements.

RESOLVED – That Members,

- Note the lessons learnt and authorise closure of the project.
- Authorise the return of the £103,395 underspend to the developer, under the terms of the S278 agreement.

9. **GATEWAY 7 - PAY & DISPLAY MACHINES (PARKING): EQUIPMENT REPLACEMENT**

Members considered a Gateway 7 Outcome Report (Regular) of the Director of Built Environment regarding Pay and Display Machines.

- A Member asked whether there had been an issue with card payments to which the Director of the Built Environment informed the Members that some pay and display machines were solar powered which prevented the installation of Oyster card payment equipment. Bank card payment remained possible however.

RESOLVED – That Members:

- Note that the project was now completed, and no further machine upgrades were proposed.
- Agree that cashless parking be rolled out more widely across the City following the successful outcome of the trial, and the continuing rise of payments made by mobile phone payment technology.

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

There were no questions.

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

There were no items of urgent business.

12. **GATEWAY 3/4/5 - 100 BISHOPSGATE S278**

The Chairman noted that this item should have been listed in the public section as it is a public report. Members considered a Gateway 3/4/5 (Authority to Start Work) report of the Director of the Built Environment regarding 100 Bishopsgate s278.

RESOLVED – That the Members:

- Approve the adjustment of the evaluation budgets to reflect the expenditure incurred;
- Approve the implementation of the Section 278 highway works with an estimated cost of £674,060 as listed in the design summary in the main report and shown in the General Arrangement drawing;
- Delegate authority for any adjustments between elements of the approved budget to the Chief Officer in consultation with the Chamberlain's Head of Finance;
- Delegate authority for any budget increases to the Chief Officer in consultation with the Chamberlain and Town Clerk, provided there is no change to the approved scope of works and the City receives upfront funding from the developer;

- Authorise the City to sign a Section 8 agreement (S.8) with Transport for London (TfL) permitting the City to implement the works on Bishopsgate, part of the Transport for London Road Network.
 - Authorise Officers to seek relevant regulatory and statutory consents, orders and approvals (e.g. Traffic Regulation Orders) as may be required to progress and implement the scheme; and
 - Agree that the commencement of the Section 278 works be dependent upon full funding being first received from the developer.
13. **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 item(s) 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.
14. **NON-PUBLIC MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 11 December 2017 as approved an accurate record.
15. **SECURE CITY PROGRAMME UPDATE AND RESOURCING**
Members considered an update report of the Commissioner of the City of London Police regarding the Secure City Programme.
16. **POLICE ACCOMMODATION STRATEGY - 21 NEW STREET BUSINESS RATES & REVERSIONARY LEASE**
Members considered a report of the Chamberlain, the Commissioner of City of London Police and the City Surveyor regarding the Police Accommodation Strategy for 21 New Street.
17. **GATEWAY 1 & 2 - ARTIFICIAL GRASS PITCH PROVISION WANSTEAD FLATS**
Members considered a Gateway 1 & 2 Project Proposal (Regular) report of the Director of Open Spaces regarding an artificial grass pitch provision for Wanstead Flats.
18. **GATEWAY 1 & 2 - 20 & 21 ALDERMANBURY - FUTURE OPPORTUNITIES**
Members considered a Gateway 1 & 2 report of the City Surveyor regarding 20 & 21 Aldermanbury – future opportunities.
19. **GATEWAY 1 & 2 - CITY OF LONDON SCHOOL FEASIBILITY STUDY**
Members considered a Gateway 1 & 2 Project Proposal (Complex) report of the Head of the City of London School and the City Surveyor.
20. **GATEWAY 1 & 2 - EMERGENCY SERVICES MOBILE COMMUNICATIONS PROGRAMME**
Members considered a Gateway 1 & 2 Project Proposal (Complex) report of the Commissioner of the City of London Police.

21. **GATEWAY 1 & 2 - POLICE TELEPHONY UPGRADE**
Members considered a Gateway 1 & 2 Project Proposal (Regular) Report of the Chamberlain regarding the Police Telephony upgrade.
22. **GATEWAY 1 & 2 - PLANNING AND REGULATORY SERVICES CASEWORK MANAGEMENT SYSTEM (PRSCMS) PROJECT**
Members considered a Gateway 1 & 2 Project Proposal (Normal) report of the Director of Markets and Consumer Protection and the Director of the Built Environment regarding Planning and Regulatory Services Casework Management System (PRSCMS) Project.
23. **GATEWAY 1 & 2 - WINDSOR HOUSE**
Members considered a Gateway 1 & 2 report of the Director of Community and Children Services regarding Windsor House.
24. **GATEWAY 3/4 - SECURITY PROGRAMME**
Members considered a Gateway 3/4 report of the Director of the Built Environment regarding the Security Programme.
25. **GATEWAY 6 - CITY OF LONDON SCHOOL FOR GIRLS REFURBISHMENT PROGRAMME**
Members considered a Gateway 6 Issue Report (Regular) of the Bursar of the City of London School for Girls regarding the refurbishment programme.
26. **GATEWAY 6 - HEALTH AND SOCIAL CARE IT ENABLER**
Members considered a Gateway 6 Progress Report (Regular) of the Director of Community and Children's Services regarding the Health and Social Care IT Enabler.
27. **GATEWAY 7 - 193 FLEET STREET - URGENT REPAIRS TO STONEMWORK**
Members considered a Gateway 7 Outcome Report (Regular) of the City Surveyor regarding 193 Fleet Street urgent stonework repairs.
28. **HIGHWAY AND PUBLIC REALM PROGRAMME - RED AND AMBER PROJECTS**
Members received a report of the Director of Built Environment regarding the Highways and Public Realm programme.
29. **OPEN SPACES PROGRAMME - RED, AMBER AND GREEN PROJECTS UPDATE**
Members received a report of the Director of Open Spaces regarding the Open Spaces Programme.
30. **TOWN CLERK'S PROGRAMME - RED AND AMBER PROJECTS UPDATE**
Members received a report of the Town Clerk regarding the Town Clerk's Programme.

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

There was one non-public question.

32. 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.

The meeting closed at 11.02 am

Chairman

Contact Officer: Paige Upchurch / paige.upchurch@cityoflondon.gov.uk

This page is intentionally left blank

RESOURCE ALLOCATION SUB (POLICY AND RESOURCES) COMMITTEE

Thursday, 18 January 2018

Minutes of the meeting of the Resource Allocation Sub (Policy and Resources)
Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday,
18 January 2018 at 11.00 am

Present

Members:

Deputy Catherine McGuinness (Chairman)
Jeremy Mayhew (Deputy Chairman)
Deputy Jamie Ingham Clark
Simon Duckworth
Alderman Peter Estlin
Christopher Hayward
Deputy Edward Lord
Deputy Dr Giles Shilson
Deputy John Tomlinson

In Attendance

Alison Gowman

Officers:

John Barradell	-	Town Clerk and Chief Executive
Peter Kane	-	Chamberlain
Caroline Al-Beyerty	-	Deputy Chamberlain
Simon Murrells	-	Assistant Town Clerk
Peter Lisley	-	Assistant Town Clerk
Kate Smith	-	Town Clerk's Department
Karen Atkinson	-	Chamberlain's Department
Andrew Carter	-	Director of Community and Children's Services
Carolyn Dwyer	-	Director of Built Environment
Philip Gregory	-	Chamberlain's Department
David Farnsworth	-	Chief Grants Officer
Richard Horner	-	Town Clerk's Department
Damian Nussbaum	-	Director of Economic Development
Paul Wilkinson	-	City Surveyor
Angela Roach	-	Principal Committee and Members services Managers

1. APOLOGIES

Apologies were received from Mark Boleat, Henry Colthurst, Stephen Haines, Hugh Morris and Tom Sleigh.

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

There were no declarations of interest.

3. **MINUTES**

The public minutes and summary of the meeting held on Thursday 14 December 2017 were approved as a correct record.

4. **ADULT SOCIAL CARE BUDGET PROPOSALS**

The Sub-Committee considered a report of the Director of Community and Children's Services concerning an increase in the budget for Adult Social Care to address the forecast overspend.

RESOLVED – That approval be given to an increase in the baseline budget of £265,000 in 2018/19 and £135,000 in 2019/20 (to total £400,000), subject to the approval of Community and Children's Services.

5. **EDUCATION BUDGET FOR 2018/19**

The Sub-Committee considered a report of the Director of Community and Children's Services concerning the proposed Education Budget for 2018/19.

RESOLVED – That the Education Budget for the 2018/19 be approved as set out in the report.

6. **CYBER SECURITY DIRECTORATE**

The Sub-Committee considered a report of the Director of Economic Development concerning the creation of a Cyber Directorate.

It was noted that whilst the report referred to use of the Priorities Investment fund, the source of funding for the proposal had yet to be determined.

The Director of Economic Development was heard in support of the report. Detailed discussion ensued and whilst Members were supportive of the principle of the City Corporation becoming involved in cyber security, particularly in its capacity as a champion for business, concern was expressed about the scale and complexity of the issue and whether the City Corporation could make a difference to the issue or had the ability of the City Corporation to deliver such a project. The Sub-Committee felt that the report as drafted, did not clearly define the scope of the proposal and that potentially it was too wide ranging for the City Corporation. Members therefore asked for a further paper to come back which addressed the issue of scope and what realistically the City Corporation might be able to deliver.

RESOLVED – that it be recommended to the Policy and Resources Committee that the report be withdrawn and that a further report addressing the issue of scope and what realistically the City Corporation might be able to deliver on cyber security be submitted.

7. CORPORATE PLAN 2018-23

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

Reference was made to the importance of the document and to all Members being aware of its content. It was suggested that consideration should be given to placing the Corporate Plan before the budget and medium-term strategy item on the agenda of the next ordinary meeting of the Court. Members supported the suggestion.

RESOLVED – That the following be noted:-

1. the refreshed Corporate Plan, 2018-23;
2. 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 out in appendix 2 of the report; and
3. 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.

8. RESOURCING THE IMPLEMENTATION OF BRIDGING DIVIDES

The Sub-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.

The Chief Grants Officer was heard in support of the report. Reference was made to the City Corporation's philanthropic activities, the Bridging the Divides Programme, the use of Bridge House Estates funding and to the broader approach which was now being taken towards the use of the fund. Reference was made to social mobility and whether more could be done to ensure that the offer of resources was channelled to areas where it was most needed such as other City centres. It was noted that a new head of Philanthropy was now in place and would be considering whether activities could be considered beyond London.

RESOLVED – That it be recommended to the Grand Committee 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.

9. BRIDGE HOUSE ESTATES STRATEGIC FUND REVIEW

The Sub-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 understand the wider impacts of the implementation of Bridging Divides.

Members noted that this was a one-off proposal. A Member questioned the total cost of administration and was advised that it was more likely to be approximately £400k rather than £1m, but until the review was underway, it was difficult to anticipate the specific nature and amount of work that may be needed.

RESOLVED – That it be recommended to the Policy and Resources Committee that:-

1. the creation of a BHE Strategic Review Fund, totalling up to £1m be supported; and
2. the governance arrangements for the approval of bids against the Fund, i.e. the Town Clerk approving bids in consultation with the Committee Chairmen of Policy & Resources, Finance and City Bridge Trust, the Chief Grants Officer and Deputy Chamberlain be agreed.

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

The Sub-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.

It was noted that, whilst the report had been printed on yellow coloured paper, with a *not for publication* strapline, it was a public report.

RESOLVED – it be recommended to the Policy and Resources Committee 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.

11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

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

There were no urgent items.

13. **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

14 - 17

3

Part 2 – Non-Public Agenda

14. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on Thursday 14 December 2017 were approved.

15. CITY FUND ESTATE ADDITIONAL FUNDING

The Sub-Committee considered and agreed a report of the City Surveyor concerning a request for additional funding for the City Fund Estate in 2017/18 and 2018/19.

16. PROJECT FUNDING UPDATE

The Sub-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

17. CYCLICAL WORKS PROGRAMME

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

18. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

There were no questions.

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

There were no urgent items.

The meeting ended at 11.45am

Chairman

Contact Officer: Angela Roach
tel. no.: 020 7332 3685
angela.roach@cityoflondon.gov.uk

This page is intentionally left blank

JOINT MEETING OF THE RESOURCE ALLOCATION AND EFFICIENCY AND PERFORMANCE SUB-COMMITTEES WITH COMMITTEE CHAIRMEN

Thursday, 18 January 2018

Minutes of the joint meeting of the Resource Allocation and Efficiency and Performance Sub-Committees with Committee Chairmen held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 18 January 2018 at 12.00 pm

Present

Members:

Deputy Catherine McGuinness (Chairman)	Graham Packham
Jeremy Mayhew (Deputy Chairman)	Dhruv Patel
Randall Anderson	Ian Seaton
Deputy John Bennett	Deputy Giles Shilson
Sir Mark Boleat	Jeremy Simons
Deputy Roger Chadwick	Sir Michael Snyder
Deputy Jamie Ingham Clark	John Tomlinson
Karina Dostalova	James Tumbridge
Simon Duckworth	Philip Woodhouse
Peter Dunphy	
Alderman Peter Estlin	
Alderman Alison Gowman	
Christopher Hayward	
Ann Holmes	
Clare James	
Deputy Edward Lord	
Wendy Mead, Chief Commoner	
Deputy Joyce Nash	

Officers:

John Barradell	- Town Clerk and Chief Executive
Peter Kane	- Chamberlain
Caroline Al-Beyerty	- Deputy Chamberlain
Paul Wilkinson	- City Surveyor
Carolyn Dwyer	- Director of the Build Environment
Philip Gregory	- Chamberlain's Office
Bob Roberts	- Director of Communications
Simon Murrells	- Assistant Town Clerk
Peter Lisley	- Assistant Town Clerk
Angela Roach	- Town Clerks

1. APOLOGIES

Apologies were received from Stephen Haines, Ian Luder, Hugh Morris and Tom Sleigh.

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

There were no declarations of interest.

3. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEES**

There were no questions.

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

There were no urgent items.

5. **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

6

3

Part 2 – Non-Public Agenda

6. **OVERALL FINANCIAL POSITION AND MEDIUM TERM FINANCIAL PLANNING**

The Sub-Committees considered a joint report of the Town Clerk and the Chamberlain concerning the City Corporation's overall financial position.

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEES**

There were no questions.

8. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEES AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no urgent items.

The meeting ended at 12.40pm

Chairman

**Contact Officer: Angela Roach
tel. no.: 020 7332 3685**

angela.roach@cityoflondon.gov.uk

This page is intentionally left blank

PUBLIC RELATIONS AND ECONOMIC DEVELOPMENT SUB (POLICY & RESOURCES) COMMITTEE

Thursday, 18 January 2018

Minutes of the meeting of the Public Relations and Economic Development Sub (Policy & Resources) Committee held at the Guildhall EC2 at 3.00 pm

Present

Members:

Deputy Catherine McGuinness (Chairman)	Jeremy Mayhew
Sir Mark Boleat (Deputy Chairman)	The Lord Mountevans
Simon Duckworth	Deputy Tom Sleigh
Hugh Morris	Sir Michael Snyder
Deputy Keith Bottomley	James Tumbridge
Anne Fairweather	Alderman Sir David Wootton
Deputy Edward Lord	Alderman Peter Estlin
Chris Hayward	

In Attendance:

Wendy Mead (Chief Commoner)

Officers:

John Barradell	-	Town Clerk and Chief Executive
Simon Murrells	-	Assistant Town Clerk
Simon Latham	-	Head of Town Clerk's Office
Alistair MacLellan	-	Town Clerk's Department
Leanne Murphy	-	Town Clerk's Department
Bob Roberts	-	Director of Communications
Eugenie de Naurois	-	Head of Corporate Affairs
Damian Nussbaum	-	Director of Economic Development
Giles French	-	Assistant Director of Economic Development
Jeremy Blackburn	-	Head of Relationships & Networks
Paul Double	-	City Remembrancer
Nigel Lefton	-	Director of Remembrancer's Affairs
Carolyn Dwyer	-	Director of the Built Environment
Anne Bamford	-	Education and Skills Director

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Andrew Mayer. The Town Clerk noted that Chris Hayward and Alderman Peter Estlin had been appointed to the Sub Committee that day, and that the Chief Commoner was in attendance.

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

There were no declarations of interest.

3. **MINUTES**

RESOLVED – That the public minutes and summary of the meeting held on 14 December 2017 be approved as a correct record.

4. **MEMBERSHIP OF CHATHAM HOUSE**

Members considered a report of the Director of Communications concerning the membership of Chatham House.

- The Sub Committee were advised that if a proposed nominee did not accept the position, they would be asked to propose an alternative. Members agreed with this approach and recommended that the Chairman of Planning and Transportation be added to the list of representatives.
- A Member suggested issuing a reminder of the core benefits and instructions on how to access them. Members also noted that they were often in receipt of a number of emails and asked that Officers ensure that invitations come well in advance of an event, and that advice on the priority of the event be given. Officers also agreed to ensure Member's addresses and emails were up to date.

RESOLVED – that Members,

- Approve a new proposed list of 25 City Corporation nominees, in accordance with the process set out in the report.
- Agree that that the list comprises of both Members and Officers.
- Agree that membership be offered to the following Member and Officers as detailed below and, more specifically, in Annex A.
 - Members of the Public Relations and Economic Development Sub Committee (PRED);
 - SABTAC;
 - 9 Officers representing interested departments/offices and/or leading on Chatham House engagement: EDO, Communications, Corporate Affairs, Mansion House, Remembrancer.

5. **THE BUSINESS OF TRUST 'FACTSHEET' - KEY MESSAGES**

Members considered a report of the Director of Communications and Director of Economic Development concerning the key messages from the Business of Trust factsheet.

- Members strongly felt that 24 key messages were too many. It was agreed the messaging needed to be sharper and should be restricted to 5 or 6 key messages along with a clear description of what the City Corporation is doing to achieve them.
- Members agreed that the positioning of the messaging would benefit from some further consideration and recommended ensuring the

messaging was proactive in terms of highlighting the work the City Corporation undertook. A Member added that the facts need to be more focussed to communicate progress and suggested testing some messages externally.

RESOLVED, that

- The factsheet be amended based on recommendations from the Sub Committee in consultation with by the Chairman and Deputy Chairman.
- A further report on Business of Trust Key Messaging be referred to a future meeting.

6. ECONOMIC DEVELOPMENT ACTIVITIES UPDATE

Members considered a report of the Director of Economic Development concerning the quarterly Economic Development Activities update (October-December 2017).

- The Director of Economic Development highlighted that transition went beyond the EU and Brexit, linking the City with future markets where it can make the biggest impact. He also noted that the Commonwealth Business Forum, held in Guildhall and Mansion House, was a key way to showcase the City as a centre of finance in the wider Commonwealth.

RESOLVED – that the report be noted.

7. POLITICAL AND PARLIAMENTARY ACTIVITY

The Director of Communications and the City Remembrancer were heard regarding recent political and parliamentary activity.

- The Director of Communications advised Members that the London Government Dinner saw some positive engagement with wider London government stakeholders and that the London Mayor had noted in his speech his support for the City of London Corporation.
- The Director noted the summary of the main changes arising out of the Labour government reshuffle, which was circulated to Members and Officers following confirmation of the final appointments, and provided an update on planned engagement with the Shadow Cabinet
- The City Remembrancer noted that he would circulate a written update outside of the meeting. He noted that Lord McFall, former Chair of the Commons Treasury Committee, had raised numerous questions on the Open Spaces Bill which was currently progressing through the Lords. The Chairman commended the work by the Remembrancer and his wider team.
- A Member noted that the new Lord Chancellor would be attending a Shrieval Lunch at the Old Bailey.

- Members noted the positive speech by the Leader of London Councils Claire Kober at the London Government Dinner. The Chairman added that Ms Kober had been a positive influence of the work of London Councils and London government more generally.
- In response to a comment from a Member, the Director of Communications confirmed that all outgoing ministers would be receiving letters of thanks from the Corporate Affairs Team.

8. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

Remuneration and Diversity

A question was asked regarding what work was being undertaken by the City Corporation on remuneration and diversity.

- Members noted that efforts were being made by the City Corporation to promote diversity, e.g. the comprehensive programme of roadshows, events, etc, in the build up to the 2017 City Elections, but agreed more could and should be done.
- A Member noted that one potential area in which to promote diversity would be the Livery. For example, the Lord Mayor should in his annual speech to the Livery encourage the Livery Companies to undertake more outreach into the business community and encourage candidates to stand for election to the City. Members also noted the role the City had played in encouraging the admission of women to the Livery and how this provided some precedent for the sort of role the City could play going forward.
- Members noted that an emphasis on securing diversity should not preclude the right stakeholders being included in forthcoming City events, and that the City should be mindful that in some sectors, the diversity of senior stakeholders would undergo gradual change as middle ranking employees were promoted to senior roles over time.
- A Member noted that evidence suggested that women were less likely to put themselves forward for election. It was suggested that it might be helpful to circulate some information to potential female candidates and that gender diversity should be an explicit consideration mind when the City co-opted candidates on to its committees.

9. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

10. 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 I of the Schedule 12A of the Local Government Act.

11. **NON-PUBLIC MINUTES**
RESOLVED - that the non-public minutes and summary of the meeting held on 14 December 2017 be approved.
12. **NON-PUBLIC POLITICAL AND PARLIAMENTARY UPDATE**
There was no non-public political and parliamentary update.
13. **NON-PUBLIC ECONOMIC DEVELOPMENT UPDATE**
There was no non-public economic development update.
14. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
There were no questions.
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
The late circulated report concerning the draft outline mayoral programme for 2018/19 was withdrawn.

The meeting closed at 3.54 pm

Chairman

Contact Officer: Leanne Murphy
leanne.murphy@cityoflondon.gov.uk

This page is intentionally left blank

OUTSIDE BODIES SUB (POLICY AND RESOURCES) COMMITTEE

Friday, 26 January 2018

Minutes of the meeting of the Outside Bodies Sub (Policy and Resources) Committee held at the Guildhall EC2 at 1.45 pm

Present

Members:

Simon Duckworth (Chairman)
Deputy Tom Hoffman

Deputy Edward Lord
James Tumbridge

Officers:

Richard Holt	-	Town Clerk's Department
Angela Roach	-	Town Clerk's Department
Sadaf Anwar	-	Comptroller and City Solicitor's Department
Anne Pietsch	-	Comptroller and City Solicitor's Department
Jeanne Barnard	-	Community & Children's Services Department

1. APOLOGIES

Apologies were received from Jeremy Simons, Catherine McGuinness and Henry Colthurst.

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

There were no declarations.

3. MINUTES

The public minutes and non-public summary of the meeting held on 11 October 2017 were approved as a correct record.

Matters Arising

Gresham College Council

The Committee requested that for clarity the relevant minute of the Gresham City Side Committee of 3 November 2017, detailing the compromise reached by the Committee on the City Corporation Members to Gresham College Council be noted in the minutes as follows:-

“it was proposed that a division be made between membership of the Gresham Working Party, which negotiated the funding arrangements, and membership of the College Council. Committee Members would then have the opportunity to determine for themselves which body they might wish to serve on, whilst still ensuring a separation of responsibilities and thereby mitigating the potential for conflict.”

Election of Deputy Chairman

It was agreed that given the close proximity of the meeting the Grand Committee at which the new Membership of the Sub-Committee would be appointed, the election of a Deputy Chairmen should now take place following the appointments being made.

4. **OUTSIDE BODIES SCHEDULE**

The Sub-Committee received a report of the Town Clerk and the schedule of outside bodies. The Chairman commented that the Schedule was intended as a living document and that the Town Clerk's department would continue to update the document as appropriate.

RESOVLED-That the report be noted.

5. **SCHOOL GOVERNORS' ONE-STOP-SHOP - CITY NOMINATION OF DIRECTOR/COMPANY MEMBER**

The Sub-Committee considered a report of the Director of Community and Children's Services on the City's nomination of Director/Company Member for the School Governors One-Stop-Shop (SGOSS). The report explained the reasoning behind the resignation of the Economic Development Officer who represented the City Corporation on its Board in October 2017 and the proposed decision to invite the Chairman of the Education Board to be appointed as a Director/Trustee by the Board (who would also be a company member).

RESOLVED- That it be recommended to the Policy and Resources Committee that the Chairman of the Education Board be so nominated for appointment to the SGOSS Board of Trustees/Directors, and as a member of that company.

6. **INCORPORATION OF THE TRUSTEE BODY OF THE CENTRAL FOUNDATION SCHOOLS OF LONDON**

The Sub-Committee considered a report of the Town clerk on the incorporation of the Trustee Body of the Central Foundation Schools of London. The report outlined the implications of Central Foundation School of London's amended corporate structure. Members assessed the impact this may have on the City of London Corporations relationship with the Foundation.

RESOVLED-That it be recommended to the Policy and Resources Committee, that: -

- I. the City of London Corporation gives its consent to the incorporation of the trustee body of The Central Foundation Schools of London, and subject to that consent; and
- II. authority be delegated to the Town Clerk to write to The Central Foundation Schools of London to confirm the City of London Corporation's decision.

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

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

There was no other business.

9. **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 Schedule 12A of the Local Government Act.

Item
10

Paragraph
3

10. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 11 October 2017 were approved as a correct record.

11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

A Member sought further information relating to the Spitalfields Market Community Trust as had been previously requested. The Comptroller and City Solicitor advised that the information had been sent last November and provided the Member with a further a copy of the details.

There were no other questions.

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

There was no other business.

The meeting closed at 1.55 pm

Chairman

Contact Officer: Richard Holt
Richard.Holt@cityoflondon.gov.uk

This page is intentionally left blank

Committee(s)	Dated:
Policy and Resources Committee	22 February 2018
Subject: Museum of London Governors' Terms of Office	Public
Report of: Town Clerk	For Decision
Report author: Sacha Than, Committee and Members' Services Officer	

Summary

1. The Board of Governors of the Museum of London is comprised of 18 Governors, nine are appointed by the Greater London Authority and nine by the City of London Corporation. However, GLA appointed Governors serve for a maximum period of eight years whereas City Corporation Governors can be re-appointed to the Board indefinitely.
2. The Audit and Risk Management Committee of the Board of Governors of the Museum considered this as part of the Board of Governors' Code of Practice and was of the view that the terms of office of City Corporation Governors should mirror those of GLA. The Board of Governors of the Museum of London supported this assertion and agreed that, in order to ensure the regular change of Board members, the terms of office for all Museum Governors should be a maximum of two terms/eight years with the option for an extension in exceptional circumstances.

Recommendation

3. Members are asked to consider and approve the proposed Terms of Office for City of London Corporation appointed Governors to be set at a maximum of two terms/eight years with the option for an extension in exceptional circumstances (as set out in Section C 1.1 of the Museum of London's Code of Practice see **Appendix 1**).

Main Report

1. The City of London Corporation and the Greater London Authority both appoint nine governors each to serve on the Board of Governors of the Museum. The GLA Act of 2007 specifies that the terms of office of GLA appointed Governors to be a period of "not more than four years". GLA Governors can therefore serve a period of four years which can be renewed for a further four year period.

2. Currently, this means that GLA appointed Governors serve for a maximum period of eight years, whilst City Corporation Governors can be re-appointed to the Board indefinitely.
3. At the 16 November 2017 meeting of the Audit and Risk Management Committee, a Sub-Committee of the Board of Governors of the Museum of London, the Board of Governors' Code of Practice was considered and the anomaly noted. It was therefore suggested that the terms of office of City Corporation Governors mirror those of GLA appointed Governors. This was supported by the Board of Governors of the Museum of London. It agreed that in order to ensure the regular change of Board members, the terms of office for all Museum Governors should be a maximum of two terms/eight years with the option for an extension in exceptional circumstances.
4. The Policy and Resources Committee is asked to consider the proposal to rectify the anomaly and agree to City Corporation appointed Governors serving for a maximum of two terms of four years, with an application being made to in exceptional circumstances if a City Corporation appointed Governor was required to serve a longer term of office.
5. The proposed changes are included as tracked changes in the extract from the Museum of London's Code of Practice (Page 18, Section C, 1.1), attached as **Appendix 1**.

Appendices

- Appendix 1 – Page 18, Section C, 1.1 of the Museum of London's Code of Practice

Sacha Than
Town Clerk's Department
T: 020 7332 3419
E: sacha.than@cityoflondon.gov.uk

19 December 2017

SECTION C FUNCTIONING OF THE BOARD

1. Introduction

1.1 There are eighteen Governors: nine appointed by the GLA and nine by the COLC. (From the nine City of London Corporation appointments, up to three can be appointments made from outside of the Court of Common Council, including one appointment representing London Councils). The GLA and the COLC can appoint Governors to serve for up to four years and Governors are eligible for re-appointment of one additional term of up to four years. In exceptional circumstances, and at the discretion of the appointing bodies, the terms of office of a Governor may be extended beyond eight years. They appoint their Chairperson from among themselves. Appointments to the Museum of London Board of Governors are made in accordance with the processes of the GLA and City of London Corporation respectively.

This page is intentionally left blank

Committee(s)	Dated:
Policy and Resources Committee General Purposes Committee of Aldermen	22 February 2018 20 March 2018
Subject: Corporate Diplomatic Engagement Policy	Public
Report of: The Town Clerk	For Decision
Report author: Ed Gilbert (Executive Officer to the Court of Alderman) & Emma Cunningham (Executive Officer to the Chairman of Policy & Resources)	

Summary

The City of London Corporation engages with the diplomatic community in a variety of ways. Whilst this demonstrates the Corporation's vast reach, it is important that engagement with the diplomatic community is carried out consistently, strategically and in a coordinated fashion. This paper proposes a new *Corporate Diplomatic Engagement Policy* regarding how the City Corporation should engage with the diplomatic community, which primarily ensures co-ordinated engagement as well as best utilising all Members' skills and interests.

If Members are minded to agree the policy, there are a number of next steps that are required in order to embed the policy internally and to ensure that the diplomatic community are aware of the contact points within the City Corporation.

Recommendation

Members are asked to:

- Agree that the Corporate Diplomatic Engagement Policy be adopted.

Main Report

Background

1. The City Corporation has always valued its contacts and relationships with the diplomatic community (e.g. Ambassadors, High Commissioners, Consul Generals and other government representatives) in assisting to strengthen links with markets and industries across the world.
2. Given the importance of significant global events such as Brexit, a new focused policy to engage with the diplomatic community both in London and internationally is proposed.
3. Previously engagement has been vast but somewhat uncoordinated, and efforts have often been duplicated.

4. The aim of this policy is to ensure that there is a consistent message conveyed to the diplomatic community from across the City Corporation and that the skills and expertise of all Members are best utilised.
5. The Chairman of Policy and the Chairman of the General Purposes Committee of Aldermen, as well as the current and previous Lord Mayors, have adopted the principle of “*One Team, One Message, One Strategy*” to increase the coordination of engagement between Chairman of Policy and the Lord Mayor. This principle is at the centre of this policy.
6. It is recognised that it is a Member’s right to have and maintain their own professional and/or personal relationships with representatives from the diplomatic community. However, in maintaining such relationships Members are reminded that they are not acting as representatives of the City Corporation.

Corporate Diplomatic Engagement Policy

7. The Corporate Diplomatic Engagement Policy sets out the following principles and understandings:
 - a. In order to strengthen relationships with the diplomatic community, it is important that the diplomatic community are aware of the who the contact points are within the City Corporation.
 - b. The two key spokespersons for the City Corporation are the Policy Chairman and the Lord Mayor.
 - c. In broad terms, the Chairman of Policy (or their representative) leads on City Corporation relationships with diplomats (or other relevant figures within the diplomatic community) representing countries where the Corporation is focused on policy and regulatory issues in that market. The Lord Mayor (or their representative) leads on relationships representing countries where the Corporation is focused on trade and commercial deals in that market.
 - d. However, it is also recognised that several Members of the Court, as well as both the Special Representative for the City to the EU and the Special Adviser to Asia, have expertise in particular countries, regions and policy areas. To this end, Members are able to engage on behalf of the Chairman of Policy and the Lord Mayor.
 - e. To ensure that Members’ collective expertise and relationships may have the most impact, and that engagement undertaken on behalf of the City is co-ordinated and focused, this policy requires that before Members undertake any engagements the Chairman of Policy and/or the Chairman of the General Purposes Committee of Aldermen (as appropriate) are first consulted.

- f. The expectation of Members who engage on behalf of the City Corporation is that key messages are fed back to relevant officers and the Chairman of Policy and/or the General Purposes Committee of Aldermen (acting on behalf of the Lord Mayor's interests).
- g. Engagement will be focused before and after the Policy Chairman's and Lord Mayor's overseas visits or around particular events, such as the Commonwealth Summit. This will help to maximise the impact of those relationships.

Nominating Ambassadors for the Freedom of the City

- 8. In addition to this, the Freedoms Applications Committee has recently agreed a process regarding nominating Ambassadors, High Commissioners and other significant political figures for the Freedom of the City. This process (Appendix A) should be seen within the context of this proposed policy.
- 9. The approved process has been adopted to ensure that consistency in the way in which Ambassadors, High Commissioners and significant political figures are nominated for the Freedom. Members are reminded to note the new process whenever suggesting such figures for the Freedom of the City.

Next steps to solidify the Corporate Diplomatic Engagement Policy

- 10. To embed this policy both internally and externally, the following next steps will take place over the next few months:
 - a. A letter from the Chairman of Policy and the Lord Mayor will be sent to the diplomatic community in London, inviting further engagement with the City Corporation and explaining that meetings with the Chairman of Policy (or their representative) will focus on policy and regulatory issues, and meetings with the Lord Mayor (or their representative) will focus on trade issues.
 - b. The policy will be distributed to the Policy and Resources Committee for approval, and to the General Purposes Committee of Aldermen for information.

Conclusion

- 11. The Corporate Diplomatic Engagement Policy will help ensure that the City Corporation is engaging with the diplomatic community consistently, strategically and in a coordinated fashion. It will also ensure that Members' skills and interests are best utilised.

Appendices

- Appendix 1 – Process for Nominating Ambassadors for Freedoms

Emma Cunningham

Executive Officer to the Chairman of
Policy and Resources

T: 020 7332 1413

E:

emma.cunnington@cityoflondon.gov.uk

Edward Gilbert

Executive Officer to the Court of
Aldermen

T: 020 7332 3726

E: edward.gilbert@cityoflondon.gov.uk

APPENDIX 1: PROCESS FOR MEMBERS NOMINATING AMBASSADORS/OTHER SIGNIFICANT POLITICAL FIGURES FOR THE FREEDOM OF THE CITY

Any proposal to nominate an Ambassador or other significant political figure for the Freedom of the City must first be considered by the Freedom Applications Committee. The Committee will make the decision as to whether the nomination should progress, and will make the ultimate decision as to who the formal nominators are.

Ambassadors will be eligible to be nominated for a Freedom if they meet criteria set by the Freedom Applications Committee, which includes (but is not limited to):

- The individual has been an Ambassador/High Commissioner for at least six months;
- They are the Ambassador/High Commissioner to a country that the City of London has clear ties to, or relationship/dealings with;
- They have made a significant contribution to the life of the Capital or in the field of diplomatic life;
- The individual has just helped to host – or helping to facilitate – a state visit (or other significant visit) from the country or region they represent;
- They are shortly due to retire from their position;
- They have just supported the Chairman of Policy and/or the Lord Mayor on an overseas, or other significant, visit.

Members may suggest an Ambassador/High Commissioner to be nominated for a Freedom but should note that the nomination should not be submitted without first consulting the Freedom Applications Committee. The Foreign and Commonwealth Office will also be consulted on all diplomatic nominations once the Committee has agreed for that nomination to proceed.

Members should also note that in the event where the Clerk to the Chamberlain's Court receives a request to nominate an ambassador for a Freedom then he will immediately refer the request to the Freedom Applications Committee for consideration.

In the case of other significant political figures (e.g. Cabinet Ministers) each nomination will first be considered by the Freedom Applications Committee on a case-by-case basis.

Approved by the Freedom Applications Committee on 13th November 2017.

Alderman Sir David Wootton

Chairman of the Freedom Applications Committee

TO: **POLICY AND RESOURCES COMMITTEE**

22nd February 2018

FROM: **CULTURE MILE WORKING PARTY**

7th February 2018

CULTURE MILE REVENUE BUDGET

The Working Party received a joint report of the Chamberlain and Assistant Town Clerk/Culture Mile Director in respect of Culture Mile Revenue Budget, which would also be presented to the Policy and Resources Committee, for decision, on 22 February 2018.

During the discussion and debate, the following points were noted:

- Members were reminded of the current governance arrangements surrounding the Culture Mile Working Party; i.e. it has no decision-making powers and therefore cannot act under delegated authority from the Policy and Resources Committee, so this meeting of the working party was merely being asked for its views.
- Culture Mile represented a major initiative for the City, involving access and community engagement as well as “high culture” and spatial regeneration.
- Long term governance needed to be reviewed, and how long a working party would remain the appropriate mechanism.
- The Assistant Town Clerk/Culture Mile Director explained how underspends had been used to fund the Culture Mile to date. However, it was increasingly difficult to co-ordinate all the different workstreams associated with Culture Mile using this ad-hoc funding, which hampered forward planning and recruitment of staff. The funding sought was for a core level of support and activity. The bid was based on a model of minimising cost and achieving resilience by placing staff within departments, which already had experience in the different workstream areas, rather than setting up a centralised team.
- The proposal in the report, for £1.43m over two years, would be in addition to a capital sum of £5m allocated for implementation of the ‘Look and Feel’ Strategy. The Chamberlain advised that the funding requirement might reduce as more partners and community groups came on board. The former Chairman of the Culture, Heritage and Libraries Committee quoted the success of ‘Sculpture in the City’ as an example of a successful partnership.
- In response to a suggestion that it would be better to re-define the £5m, the Director of the Built Environment clarified that, given the scale of ambitions already expressed for the public realm in the Culture Mile Look and Feel Strategy (which had just finished public consultation), including improved signage, this sum would be required. The Director of the Built Environment advised that other built environment projects within Culture Mile, such as the scheme to support the Museum project, would also have considerable impact on this budget.

- The balance between staff costs and activity was questioned. The Assistant Town Clerk/Culture Mile Director said that this had been reviewed by the Officer Programme Board and sought to strike a balance between the increased need to co-ordinate the burgeoning activity of partners in support of Culture Mile and ensuring that there was capacity to deliver activity, such as marketing and events on behalf of Culture Mile. The Chamberlain advised that the figures had been fully scrutinised and, as the remainder of the £5m would be required in the future, the proposal within the report would need to change from utilisation of the £5m, to an additional £1.4m resource request for 2018/19 and 2019/20.
- The Chamberlain advised that an adjustment to the 2018/19 Draft Budget and Medium Term Financial Plan would be required to reflect the proposals and undertook to seek the necessary approvals.

In concluding, the Chairman welcomed this productive debate and the working party had clearly shown a consensus of support for the bid. However, it had also been recognised that, as Culture Mile is an exciting and new concept for the future of the City of London Corporation, future consideration would need to be given to governance and budgetary controls. The Chairman asked for a detailed note of this debate to be reported to the Policy and Resources Committee, when the report is presented to them for decision on 22 February 2018.

Culture Mile Objectives Overview



Strategic Objectives

- i. Contribute to changing perceptions of the City to ensure it is recognised as a global leader in culture as well as commerce
- ii. Develop Culture Mile as a vibrant and welcoming cultural & learning destination for all - residents, workers and visitors

Culture Mile Workstream	Staff costs (000)	Activity (000)	Total Budget (000)	Objectives
Central Co-ordination		125	0	125 <ul style="list-style-type: none"> 1. Provide oversight and co-ordination of Culture Mile delivery 2. Development, manage and oversee Culture Mile budget and business model 3.Maintain Excellent stakeholder relations across Culture Mile and with external partners 4. Provide central aministrative support to Culture Mile work streams
Communications		73	8	81 <ul style="list-style-type: none"> 1. Create and deliver three year Culture Mile Communications Strategy in collaboration with partners, especially marketing and programming 2. Build awareness of Culture Mile as a destination with press and wider public 3. Create and deliver PR campaigns for major Culture Mile events, programming announcements and Culture Mile initaitives 4. Establish robust communications process
Community		34	109	143 <ul style="list-style-type: none"> 1. Devise a two-year Community Engagement Strategy in collaboration with partners, dovetailing with the City of London Corporation’s Department of Communities and Children 2. Act as a two-way point of liaison for local communities, and advocate for the community within Culture Mile thinking and development 3. Create community participation in two flagship Culture Mile projects and up to four further projects that are responsive to the needs of the local community every year
Learning		Education Board Funding		<ul style="list-style-type: none"> 1. Complete the transition of the Learning and Engagement Forum and establish the infrastructure and strategy that will enable Culture Mile Learning to establish Culture Mile as a learning destination 2. Establish a collaborative learning programme that improves the fusion skills of Culture Mile Learning partners and their capacity to work together 3. Establish the Culture Mile Learning Challenge as a flagship fusion skills initiative that better prepares London’s learners for employment
Marketing		90	332	422 <ul style="list-style-type: none"> 1. Create and deliver three year Culture Mile Marketing strategy in collaboration with partners especially communications and programming – dovetailing with the City of London Corporation’s Cultural Strategy. 2. Build awareness of Culture Mile as a destination driving footfall to the area and visitation to partner venues throughout the year, particularly at peak periods 3. Create and deliver marketing campaigns for major Culture Mile events (e.g. Smithfield 150 and Tunnel Project) 4. Utilise a range of marketing channels and manage social media communities 5. Establish robust marketing processes within new Culture Mile group 6. Act as brand guardian to ensure correct usage of brandmark and visual identity 7. To manage media buyers and creative agencies where required
Partnerships		129	53	182 <ul style="list-style-type: none"> 1. Deliver up to 10 partnership projects through which the Culture Mile Network and 5 core partners work together to realise the ambitions of Culture Mile 2. Ensure effective working practices are in place 3. Increase support for Culture Mile from organisations based within and on the fringes of the area and broker quick win connections with core partners 4. Manage on-going relationships with organisations based within and on the fringes of the area to ensure they are appropriately engaged with the transformation of cultur mile
Programming		57	300	357 <ul style="list-style-type: none"> 1. Design and deliver three year Culture Mile programme which: - <ul style="list-style-type: none"> a. Aligns with the City’s new Cultural Strategy b. Reflects the Culture Mile values of being joined-up, experimental, generous and agile c. Complements the ‘Look and Feel’ strategy and works collaboratively with the Built Environment team and its ‘pop up’ programme d. Demonstrates collaborative working between the 4 core partners e. Provides high quality content for a widening public to enjoy, contributing to building awareness of Culture Mile as a destination f. Establishes effective processes for safe and efficient delivery the programme
Culture Mile Public Art Programme (Pop-ups)		Capital Funding		<ul style="list-style-type: none"> 1. Develop and deliver a programme of pop ups in the public realm for 2018-19 in collaboration with partners - dovetailing with the City of London Corporation’s Cultural Strategy. 2. Animate the Culture Mile area through a series of events and artistic installations during the course of the year to improve the visibility of art and culture and attract visitors in the area 3. Work with Culture Mile champions and network to promote the programme 4. Initiate and plan an annual Pop-up programme for 2019/20 & 2020/21

Property	95	25	120	<div>1. Raise the property profile of Culture Mile within the property industry</div> <div>2. Liaise with propert owners, occupiers and develop[ers within Culture Mile and beyond</div> <div>3. Liaise with and work with stakeholders through use of hoardings on building projects throughout the area</div> <div>4. Liaise and work with stakeholders re: Culture Mile property matters</div> <div>5. Monitor development pipeline for inward investment</div> <div>6. Update the Culture Mile Property Strategy</div>
Public Realm		Capitial Funding		<div>1. Initiate high priority projects to improve the pbulic realm as specified in the Look and Feel Strategy</div> <div>2. Progress key projects in the Culture Mile area such as: Beech Street public realm, Museum of London public realm, and St Paul's area enhancement strategy</div>
Total			1,430	

Committee	Dated:
Establishment Committee	15 January 2018
Policy & Resources	22 February 2018
Court of Common Council	8 March 2018
Subject:	Public
Draft Pay Policy Statement 2018/19	
Report of:	For Decision
Chrissie Morgan, Director of Human Resources	
Report author:	
Ian Simpson, Corporate HR, Town Clerk's Department	

Summary

The Localism Act 2011 requires the City of London Corporation to prepare and publish a Pay Policy Statement setting out its approach to pay for the most senior and junior members of staff. This must be agreed each year by the full Court of Common Council.

This Committee has now received the Pay Policy Statements since 2012. The Statement has now been updated for 2018/19 and is being presented for consideration by this committee prior to submission to the Court of Common Council on 8 March 2018.

The Statement generally updates the information provided in previous versions of the Statement, including details of the 2017 Pay Award and changes to the City of London's policy on redundancy payments.

Recommendations

Members are asked to:

- agree the attached draft Pay Policy Statement 2018/19 to ensure the City Corporation meets its requirements under the Localism Act 2011, to enable it to be forwarded to the Court of Common Council for further necessary approvals.

Main Report

Background

1. Under Section 38(i) of the Localism Act 2011 (the Act), all local authorities are required to produce and publish a statement setting out their pay policies. The aim of the Act is that authorities should be open, transparent and accountable to local taxpayers. Pay statements should set out the authority's approach to issues relating to the pay of its workforce,

particularly senior staff, or chief officers on the Senior Management Grade (SMG) and its lowest paid employees.

2. The Department for Communities and Local Government publishes guidance to the relevant parts of the Localism Act and a Code of Recommended Practice for Local Authorities on Data Transparency which is also of relevance in complying with the Act. The City Corporation must have regard to this guidance in formulating a Pay Policy Statement.
3. The Pay Policy Statement must be agreed and published by 31 March each year, including agreement by the full Court of Common Council in open session. Should any changes to the Statement arise during the year, a revised Statement must come before the full Court.

Current Position

4. Attached to this report is an updated draft Pay Policy Statement for 2018/19 for consideration by Members. Subject to any comments from the Policy & Resources Committee, the draft Statement will be placed before the Court at its meeting in March to enable the City Corporation to meet the deadlines specified in the Act. The Establishment Committee reviewed the Statement on the 15 January 2018 and their suggested minor amendments have been included. The draft Pay Policy Statement 2018/19 is included as Appendix 1.
5. In addition to updating the Statement for the 2017 pay award there are a number of other changes to note:
 - a. Certain amendments have been made to the SMG staffing structure with recruitment to three of the posts, two losing residential status (Director of Open Spaces and Principal of the Guildhall School of Music and Drama) and the other acquiring significant additional responsibilities (Executive Director of Mansion House and the Central Criminal Court).
 - b. The Statement also records the amendments to the City's redundancy payments system agreed from 25 October 2017.
 - c. There is no longer a need to open a link to reference the salary scales as this information has been added to the Statement.
 - d. Paragraph 21 relating to pay for Senior Management Grades has been reworded to make it clear what the current policy and practice is on Senior Management Grade remuneration.
 - e. A new paragraph (41) has been included to reference to the Gender Pay Gap report requirement.
6. The policy statement has not been amended to reflect changes that may arise from the Government's stated intention to introduce restrictions on exit

pay packages for employees leaving public-sector jobs. Regulations were laid before Parliament on 24 January 2017 putting into law from 1 February 2017 the power of the Government to issue further regulations making restrictions on exit pay packages. Such regulations have not been introduced, but a Private Members' Bill (the Public-Sector Exit Payments (Limitation) Bill 2017-19) had its first reading in Parliament on 5 September 2017. Its second reading was originally timetabled for 1 December 2017, but this has now been deferred and the new expected date of its second reading is 11 May 2018. The Bill has yet to be published (it is unlikely to be until close to the date of its second reading) and no debate was held on its first reading. Members may wish to note that if the Bill follows the previous Government line on this matter (advocated in consultation before the 2017 Regulations were made) it may (if passed into law) require some amendment to our severance packages for high-earning employees, and give rise to considerations about how we deal with the pension provision for employees aged 55 or over who are dismissed for reasons of redundancy or business efficiency (see paragraphs 32 and 34 of the Statement). However, insofar as the 2017 Regulations allow the Government to impose such restrictions by Statutory Instrument rather than Act of Parliament it may be that enthusiasm for this is waning. In any case, it is not possible at this stage to make firm policy commitments on it. Members should note that the Localism Act enables the Pay Policy Statement to be amended at any time when statute or internal policy requires it, and so any required revisions to the Statement will be put to Members when or if the requirement for them is clear.

Conclusion

7. To meet the requirements of the Localism Act, the City Corporation must agree and publish a Pay Policy Statement which has been agreed in open Court of Common Council. Members are asked to consider and agree the draft Statement as presented for forwarding to the Court of Common Council.

Appendices

Appendix 1: Draft Pay Policy Statement 2018/19

Ian Simpson, Pay and Grading Manager, Corporate HR, Town Clerk's Department

T: 020 7332 1898 / E: ian.simpson@cityoflondon.gov.uk

This page is intentionally left blank

CITY OF LONDON CORPORATION

PAY POLICY STATEMENT 2018/19

Introduction

1. Section 38(i) of the Localism Act 2011 (the Act) has required local authorities since the financial year 2012/13 to produce a pay policy statement for each financial year. This applies to the City of London Corporation in its capacity as a local authority and this document meets the requirements of the Act for the City of London Corporation for the financial year 2018/19.
2. We are required to set out our approach to a range of issues, particularly those relating to remuneration for the most senior staff and our lowest-paid staff. These provisions do not apply to staff of local authority schools or teaching staff in the three independent City Schools.
3. The provisions of the Act require that authorities are more open about their local policies and how local decisions are made. The Code of Recommended Practice for Local Authorities on Data Transparency enshrines the principles of transparency and asks authorities to follow three principles when publishing data, they hold: responding to public demand; releasing data in open formats available for re-use; and, releasing data in a timely way. This includes data on senior salaries and the structure of the workforce.
4. All decisions on pay and reward for senior staff must comply with this Statement. The Statement must be reviewed annually and agreed by the Court of Common Council.
5. The Localism Act applies to the City of London only in its capacity as a local authority. In general, and in keeping with the spirit of openness, this Statement does not try to distinguish between information which applies to the City as a local authority and that which applies to it in any of its other capacities. However, insofar as the Act specifically excludes police authorities from its remit, this Statement does not include information about Police Officers. The Act does not require authorities to publish specific numerical data on pay and reward in their pay policy document. However, information in this Statement should fit with any data on pay and reward which is published separately. The City Corporation operates consistent pay policies which are applied across all of our functions. Further details of the grade structures and associated pay scales can be seen below.

Salary Scales – effective from 1 July 2017

Grade	Min Salary (£)	Max Salary (£)
Grade A	£14,390	£15,290
Grade B	£16,680	£19,370
Grade C	£21,780	£25,270
Grade D	£27,590	£32,000
Grade E	£32,000	£37,070
Grade F	£40,510	£46,980
Grade G	£48,370	£56,120
Grade H	£56,120	£65,020
Grade I	£65,020	£75,360
Grade J	£77,640	£90,010
Senior Management Grade	£91,780	£243,430
Any employee on Grades A-J who manages or supervises another employee on the same Grade has a separate pay scale paying up to 6.1% greater than the salary on the substantive Grade. Any employee on Grades A-J who is in a residential post has a separate pay scale paying 12.5% less than the salary on the substantive Grade. Figures above exclude the London Weighting Allowance.		
Teacher Grades	£28,630	£58,480
Senior Teacher Grades	£68,580	£143,170
Figures for Teacher Grades exclude any additional responsibility allowances payable. Figures for Senior Teacher Grades include all payments.		

This information is reviewed, updated and published on a regular basis in accordance with the guidance on data transparency and by the Accounts and Audit (England) Regulations 2011. It should be noted that all Police Officer pay scales are nationally determined and as such do not form part of the City Corporation's Pay Policy.

- The Act's provisions do not supersede the City Corporation's autonomy to make decisions on pay which are appropriate to local circumstances and deliver value for money for local taxpayers. We seek to be a fair employer and an employer of choice - recognising and rewarding the contributions of staff in an appropriate way. We set pay fairly within published scales and, in doing so, have regard to changing conditions in differing occupational and geographic labour markets.

Background

- All pay and terms and conditions of service are locally negotiated with our recognised trade unions or staff representatives. In 2006/07 extensive work was undertaken on a review of our pay and grading structures. As a result, the principles set out in the guidance to the Act have already generally been addressed although the Act set out some additional requirements which are covered by this statement.

8. In 2007 we implemented a number of core principles, via collective agreement, to form the City Corporation's pay strategy. This moved the pay and reward strategy from one based entirely on time-served increments to one which focusses on a balance between incremental progression, individual performance and contribution to the success of the organisation. A fundamental element of the strategy is that achievement of contribution payments is more onerous and exacting the more senior the member of staff.
9. There has been a pay award of 1.5% on basic salaries agreed for all staff commensurate with the Government's pay policy. This was agreed by delegated authority from the Court of Common Council in October 2017 and was effective from 1 July 2017. A 4% increase was also added to the London Weighting allowance rates for all staff. London Weighting allowance rates do not differ between Grades of staff.
10. The London Living Wage (LLW) is applied as a minimum rate for all directly employed staff, including Apprentices since April 2017. This is increased from 1 April each year in line with the most recently announced LLW increase. Casual staff and agency workers have also been paid the London Living Wage since 2014, with increases being applied from 1 April each year.

Staff below Senior Management

11. All non-teaching staff employed by the City Corporation below the Senior Management Grade have been allocated to one of 10 Grades (Grades A-J), other than in a very small number of exceptional cases, such as apprentices. All such posts were reviewed under Job Evaluation, ranked in order and allocated to a Grade following the Pay & Grading Review in 2007. The evaluation scheme was independently equalities-impact-assessed to ensure that it was inherently fair and unbiased. New posts and any existing posts that change their levels of responsibility etc. continue to be evaluated and ranked under the scheme. The scheme, how it is applied, the scoring mechanism and how scores relate to Grades are published on our Intranet, so staff can be assured that the process is fair and transparent. In addition, there is an appeal mechanism agreed with the recognised trade unions and staff representatives.
12. The lowest Graded and paid staff are in Grade A as determined by the outcomes of the job evaluation process. In 2016 the bottom two incremental points of this Grade were removed and an additional point was added to the top of it. The current lowest point on Grade A is now £20,190, including a London Weighting allowance for working in Inner London. The current pay range for Grades A - J is £20,190 to £95,810 inclusive of Inner London Weighting of £5,800 for non-residential employees.
 - Grades A-C are the lowest grades in the City Corporation. They have up to 6 increments which can be achieved subject to satisfactory performance. There is no Contribution Pay assessment. However, employees in these Grades have the opportunity if they have undertaken exceptional work to be considered for a Recognition Award up to a maximum level set corporately each year (this has been £500 in each year since 2010).

- Grades D-J have 4 'core' increments and 2 'contribution' increments. Progression through the 4 'core' increments is subject to satisfactory performance. Progression into and through the 2 'contribution' increments requires performance to be at a higher than satisfactory level. Once at the top of the scale, for those who achieve the highest standards of performance and contribution, it is possible to earn a one-off non-consolidated Contribution Payment of up to 3% or 6% of basic pay depending on the assessed level of contribution over the previous year.
- The Senior Management Grade comprises the most senior roles in the organisation. As these are distinct roles, posts are individually evaluated and assessed independently against the external market allowing each post to be allocated an individual salary range within the Grade. Any increase in salary (whether through incremental progression or a cost-of-living award) is entirely dependent on each individual being subject to a rigorous process of assessment and evaluation, and is based on their contribution to the success of the organisation.

13. The City of London operates a distribution curve to advise on a fair and consistent distribution of Contribution Payments for staff in Grades D-J. This helps to place limits on the number of eligible staff who, in any one year, progress to the two highest increments on the relevant Grades or receive a Contribution Payment. For the appraisal year ending March 2017, 67.5% of eligible staff were allowed to move into the two higher contribution increments and 63% of eligible staff received a one-off non-consolidated contribution payment.

Senior Management

14. The term Senior Management incorporates the following posts:

- Town Clerk & Chief Executive
- Chamberlain
- Comptroller & City Solicitor
- Remembrancer
- City Surveyor
- Director of the Built Environment
- Managing Director of the Barbican Centre
- Principal of the Guildhall School of Music & Drama
- Director of Community & Children's Services
- Director of the Economic Development Office
- Executive Director of Mansion House and the Central Criminal Court
- Director of HR
- Director of Markets & Consumer Protection
- Director of Open Spaces

15. The Head Teachers of the City of London School, City of London School for Girls and City of London Freeman's School are not part of the Senior Management Group for the purposes of pay (their pay is governed by a separate

teaching pay scale, as outlined in paragraph 5). The pay of the post of Remembrancer is aligned to Senior Civil Service pay scales.

16. It should be noted that not all of the costs of the above posts are funded from public resources. The City of London has private and charitable functions which receive funding through income from endowment and trust funds as well as having statutory local authority functions.
17. Following the principles outlined above, the pay ranges for the Senior Management Grade were set with reference to both job evaluation and an independent external market assessment. The principles of this were agreed by the Court of Common Council in 2007 and, subsequently, the specific unique range for each senior management post was agreed by the Establishment Committee in October 2007, subject to alteration thereafter when the duties or responsibilities of posts or other external factors relevant to their pay and reward change. Current Senior Management salary scales are from £91,780 to £243,430, excluding London Weighting.
18. Each Senior Management Grade post is allocated a range around a datum point. There is a maximum and minimum (datum plus 9% and datum minus 6% respectively) above and below which no individual salary can fall. Where a pay increase for a member of staff would take them above the maximum in a given year, the excess amount above the maximum may be paid as a non-consolidated payment in that year. This does not form part of basic salary for the following year and will, therefore, have to be earned again by superior performance for it to be paid.
19. Each year the datum point advances by a percentage equivalent to any 'cost of living' pay award. Individual salaries would move according to the table below:

Contribution Level	Salary Change
A Outstanding	Datum % change + up to 6%
B Very Good	Datum % change + up to 4%
C Good	Datum % change
D Improvement Required	0.0%

20. The average payment based on contribution alone has been 2.69% for the appraisal year ending in March 2017. The payments have been largely non-consolidated i.e. they have to be re-earned each year based on superior performance.
21. Fundamental changes to pay for any roles in the Senior Management Grade are determined by the Town Clerk and Chief Executive in consultation with the Establishment Committee and relevant Service Committee. The Town Clerk & Chief Executive deals with all salary matters for senior staff (other than in relation to himself) within the existing individual Grades and reward policies. The Director of HR deals with any such matters in relation to the Town Clerk & Chief Executive

in consultation with the Chairmen of Policy and Resources, Finance and Establishment Committees.

22. The Act specifies that in addition to senior salaries, authorities must also make clear what approach they take to the award of other elements of senior remuneration including bonuses and performance-related pay as well as severance payments. This should include any policy to award additional fees for Chief Officers for their local election duties.
23. The scheme for pay increases and contribution pay for the Senior Management Grade is set out above. Staff in the Senior Management Grade do not have an element of their basic pay “at risk” to be earned back each year. Progression is, however, subject to successful performance assessed through the application of the performance-appraisal scheme. No one in the Senior Management Grade receives any additional payments or fees for City of London Corporation electoral duties.
24. Set out below are the broad pay ranges for the Senior Management Grade, with the numbers in each band, excluding London Weighting. Each member of staff will have an individual salary scale within these broad ranges.

£91,780 - £112,870	(3)
£109,610 - £147,270	(6)
£151,680 - £186,570	(4)
£209,970 - £243,430	(1)

25. The Act requires authorities to set their policies on remuneration for their highest-paid staff alongside their policies towards their lowest-paid staff, and to explain what they think the relationship should be between the remuneration of their highest-paid staff and other staff. The City Corporation’s pay multiple - the ratio between the highest paid and lowest paid staff - is approximately 1:13. The ratio between the taxable earnings for the highest paid member of staff and the median earnings figure for all staff in the authority is 1:7.

Other Payments

26. In addition to basic salary, all Graded staff are paid a London Weighting allowance which varies depending on where they are based and whether they are supplied by the employer with residential accommodation. This is to assist staff with the higher cost of living and working in London. Current levels of London Weighting for non-residential staff are £5,800 for those based in inner London and £3,480 in outer London.
27. Being based in the City of London, there are some types of posts which are difficult to recruit to e.g. lawyers, IT staff etc. Accordingly, there is often the need to use market supplements to attract, recruit and retain highly sought-after skills.

Any request for a market supplement must be supported by independent market data and is considered by a panel of senior officers and the Establishment Committee where appropriate.

28. All market supplement payments are kept under regular review and reported to Members. No member of staff in the Senior Management Grade receives a market supplement.

Transparency

29. The Act requires the pay policy statement to make reference to policies in relation to staff leaving the authority, senior staff moving posts within the public sector, and senior staff recruitment.

Recruitment

30. New staff, including those in the Senior Management Grade, are normally appointed to the bottom of the particular pay scale applicable for the post. If the existing salary falls within the pay scale for the post, the appointment is normally appointed to the lowest point on the scale which is higher than their existing salary provided this gives them a pay increase commensurate with the additional higher-level duties. In cases where the existing salary is higher than all points on the pay scale for the new role, the member of staff is normally appointed to the top of the pay scale for the role.

For posts where the salary is £100,000 or more, the following approvals will be required:

- i) in respect of all new posts - the Court of Common Council.
- ii) in respect of all existing posts - the Establishment Committee.

Payments on Ceasing Office

31. Staff who leave the City Corporation, including the Town Clerk & Chief Executive and staff on the Senior Management Grade are not entitled to receive any payments from the authority, except in the case of redundancy or retirement as indicated below.

Retirement

32. Staff who contribute to the Local Government Pension Scheme who retire from age 55 onwards may elect to receive immediate payment of their pension benefits on a reduced basis in accordance with the Scheme. Unreduced benefits are payable if retirement is from Normal Pension Age, with normal pension age linked to the State Pension Age from 1 April 2014, unless protections in the Pension Scheme allow for an earlier date. Early retirement, with immediate payment of pension benefits, is also possible under the Pension Scheme following redundancy or business efficiency grounds from age 55 onwards and on grounds of permanent ill-health at any age.
33. Whilst the Local Government Pension Scheme allows applications for flexible retirement from staff aged 55 or over, where staff reduce their hours or Grade, it is the City Corporation's policy to agree to these only where there are clear

financial or operational advantages to the organisation. Benefits are payable in accordance with Regulation 27 of the Local Government Pension Scheme Regulations 2013. Unless there are exceptional circumstances, the City does not make use of the discretion allowed by the LGPS Regulations to waive any actuarial reduction in pensions awarded under the flexible-retirement provisions.

Redundancy

34. Staff who are made redundant are entitled to receive statutory redundancy pay as set out in legislation calculated on a week's pay (currently a maximum of £489 per week). The City Corporation currently bases the calculation on 1.5 x actual salary. This scheme may be amended from time to time subject to Member decision, and has recently been so amended for staff made redundant on or after 25 October 2017. The authority's policy on discretionary compensation for relevant staff under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 is published on our website.

Settlement of potential claims

35. Where a member of staff leaves the City Corporation's service in circumstances which would, or would be likely to, give rise to an action seeking redress through the courts from the organisation about the nature of the member of staff's departure from our employment, such claims may be settled by way of a settlement agreement where it is in the City Corporation's interests to do so based on advice from the Comptroller & City Solicitor. The amount to be paid in any such instance may include an amount of compensation, which is appropriate in all the circumstances of the individual case. Should such a matter involve the departure of a member of staff in the Senior Management Grade or the Town Clerk & Chief Executive, any such compensation payment will only be made following consultation with the Chairmen of Policy & Resources and Establishment Committees and legal advice that it would be legal, proper and reasonable to pay it.

Payment in lieu of notice

36. In exceptional circumstances, where it suits service needs, payments in lieu of notice are made to staff on the termination of their contracts.

Re-employment

37. Applications for employment from staff who have retired or been made redundant from the City Corporation or another authority will be considered in accordance with our normal recruitment policy.

Publication of information relating to remuneration

38. The City Corporation will seek to publish details of positions with remuneration of £50,000 or above in accordance with the Accounts and Audit Regulations 2015 and the Local Government Transparency Code issued by the Secretary of State for Communities and Local Government.

39. This Pay Policy Statement will be published on our public website. It may be amended at any time during 2018/19 by the resolution of the Court of Common Council. Any amendments will also be published on our public website.
40. This statement meets the requirements of the: Localism Act 2011; the Department for Communities and Local Government (DCLG) guidance on “Openness and accountability in local pay: Guidance under section 40 of the Localism Act” (including any supplementary Guidance issued); “The Local Government Transparency Code 2015”; and the Accounts and Audit Regulations 2015.
41. From 2018, the City of London Corporation is required under the Equality Act 2010 to publish information every year showing the pay gap between male and female employees. The City of London Corporation will be publishing its first report on Gender Pay Gap by the 31 March 2018.

January 2018

This page is intentionally left blank

Committee(s)	Dated:
Policy & Resources Committee	22 nd February 2018
Subject: Recruitment – Managing Director, Brussels	Non-Public
Report of: Damian Nussbaum, Director Economic Development	For Decision
Report author: Janet Fortune, Assistant Director Human Resources	

Summary

On 26th July 2017 Establishment Committee considered and agreed a report of the Director of Economic Development which proposed a restructure of the City of London's office in Brussels. These revised arrangements included a number of new posts including a new Managing Director post. This post reports to the Director of Economic Development but does not fall under either the agreed Chief Officer or Senior Officer recruitment process. Establishment Committee therefore agreed that the recruitment panel for this post should consist of; -

- Chairman and Deputy Chairman plus one other member of the Policy & Resources Committee
- One Member from the GP Committee of Aldermen
- The Chairman and Deputy Chairman of the Establishment Committee
- The Town Clerk & Chief Executive plus the Director of Economic Development

This report asks the P & R Committee to nominate a Member to be part of the recruitment panel.

Recommendation(s)

Members are asked to:

- Note the report and the process
- Appoint the Member from the P & R Committee

Main Report

Background

1. The Director of Economic Development submitted a report to the Establishment Committee on 26th July 2017 detailing the plans for representation in Brussels, this was as a result of a recent review of the effectiveness of the City Office in Brussels in representing UK-based financial and professional services firms. The post-referendum situation has highlighted the urgency for the UK to have a strong voice in Brussels, as Europe will remain an important market for the industry. The report has been agreed by Establishment Committee, Policy and Resources Committee and Court of Common Council.
2. As the post of MD in Brussels is not a Chief Officer and does not fall within the identified Senior Officer posts, the Establishment Committee agreed the panel as per the minute below:-
3. *'The recruitment panel consist of the Chairman and Deputy Chairman plus one other member of the Policy & Resources Committee, a member of the GP Committee of Aldermen, the Chairman and Deputy Chairman of the Establishment Committee, the Town Clerk and the Director of Economic Development'*
4. The Search Consultants, Taylor Bennett have been appointed and it is anticipated that the search will start imminently, Panel Members who are selected and agree to participate in the recruitment process need to be available for the longlisting, shortlisting and final interviews, although alternative arrangements can be made for the long and shortlisting, all members of the recruitment panel will need to be available for the final interview panel. This is anticipated to be in April, subject to availability and confirmation of the final recruitment timetable.
5. With regards to appointing the Member from the P&R Committee to the Recruitment Panel, the Members may like to ensure that the gender balance is improved and that the nominated Member has relevant financial services experience and a knowledge of the Brussels market.
6. An additional member from General Purposes Committee of Aldermen will also be appointed onto the Recruitment Panel.

Damian Nussbaum
Director Economic Development
T: 020 7332 xxxx

E: damian.nussbaum@cityoflondon.gov.uk

This page is intentionally left blank

Committee(s): Policy and Resources Committee	Date(s): 22 February 2018
Subject: Continued Sponsorship to support Innovate Finance	Public
Report of: Director of Economic Development	For Decision

Summary

In February 2014, the City of London Corporation agreed to sponsor Innovate Finance as a Lead Sponsor for £1,000,000, supplied over three years. This original funding ended on 31st March 2017.

In July 2016, against the backdrop of the vote to leave the EU, the City Corporation agreed an additional year's sponsorship of £350,000. This sum was intended to offset potential risk of Brexit by providing additional support for the organisation to be set against member resignations. This additional support was also dependent on a restructuring of the governance model for Innovate Finance, which in turn would ensure greater accountability to the City Corporation.

This arrangement, and the subsequent funding available, expires on 31st March 2018.

Recommendation

Members' approval is now sought as follows:

- For continued sponsorship of Innovate Finance for the next three years, a total financial contribution £750,000 over three years.
- That this continued sponsorship would be divided over the three years from April 2018 until March 2021 at a total of £250,000 per annum.
- That this continued sponsorship would be met from City's Cash and charged to your Committee's Policy Initiatives Fund and/or Contingency, categorised under 'Promoting the City' and charged to City's Cash.
- That this continued sponsorship would be subject to the current arrangements as outlined in the original report to your Committee, dated 20 February 2014, and the new 'Membership Proposal for Continued Sponsorship' (Appendix), and payment would be made in tranches during each year on a quarterly basis.
- That this continued sponsorship remains conditional on Innovate Finance reaching a series of strategic objectives that benefit the City Corporation, as

outlined in the attached Membership Proposal for Continued Sponsorship, and as agreed with your officers on an ongoing basis.

Members are also requested to note:

- That this level of continued sponsorship represents an overall reduction in our contribution to Innovate Finance as a lead sponsor year-on-year when compared to previous agreements to sponsor the organisation.
- That agreement for this continued sponsorship is agreed on the basis your officers will work with the Innovate Finance leadership to devise an exit strategy from status of lead sponsor of the organisation by the City Corporation by March 2021, reducing our funding status at that time.

Main Report

1. The City Corporation is currently Innovate Finance's lead sponsor, providing £1.35m over four years from 2014/15.
2. Innovate Finance's mission, which was developed following consultation with its fifty founding members – together with previous approval from this Committee - is as below:
 - Champion the UK as the world centre of financial services and technology and improve trust in the sector affected by the crisis;
 - Directly support fintech innovation in the UK by creating an active membership organisation and giving it a powerful voice;
 - Create an effective, new and positive brand for the UK-based fintech community both domestically and internationally;
 - Promote investment into the UK-based fintech sector and aid UK-based fintech businesses in international expansion;
 - Build connections between established financial services businesses and new fintech SMEs.
3. Technology and innovation will be a key determinate of our success as a major financial centre. City Corporation must support, be seen to support and own a stake in this process. Continued sponsorship of Innovate Finance is key to this.
4. In addition, as the UK leaves the European Union, the City Corporation needs to reinforce its engagement in emerging sectors such as fintech that have the potential to create significant economic value for the whole of the UK.
5. The Membership Proposal for Continued Sponsorship (attached as an Appendix to this report) forms the basis of our ongoing activity with Innovate Finance.
 - City Corporation support for governance reform (and observer attendance at Executive Board meetings – currently taken up by Alderman William Russell)
 - Innovate Finance support for City Corporation international activity

- Innovate Finance support for the fintech Network Action Group and its associated work streams
 - Innovate Finance support for other individual City Corporation-led work streams (for example, the City of London / Dublin fintech dialogue; greater support for digital skills; greater support for scale-ups in the City, etc.)
 - Aligned support to communication and for research projects
 - Aligned support for continued development of the 'Trust' agenda re corporate responsibility
 - Innovate Finance support for financial technology with social impact enabling new models of public service delivery
6. There have also been meetings at both officer and executive level between the City Corporation and Innovate Finance. These meetings were to explore whether Innovate Finance was delivering against the mission objectives as set out above. Their conclusion was that Innovate Finance has been partially successful but that there is more to do, particularly in light of Brexit. Officers have therefore worked extensively with Innovate Finance to evolve their strategy and progress the agenda further. The new proposal can be summarised as follows:
- Two seats on the *Innovate Finance Advisory Council* alongside senior representation from their fintech and incumbent members, to shape future fintech policy on issues such as a FinTech Sector Deal, Industry Sandbox, and Digital Identity, etc. (CoLC reps to be confirmed)
 - One seat on the *Innovate Finance Policy Committee*, helping to ensure fintech remains at the top of the political agenda, and feeding priorities in to the policy priorities of Innovate Finance (CoLC rep to be confirmed)
 - Invitations to a private lunch and dinner series convening the key CEOs / Founders of the high growth fintechs and Heads of Innovation at banks
 - Invitations to and speaking opportunities at the *Innovate Finance Global Summit* and *Innovate Finance Growth Forum*. This also includes guaranteed seats at related policy roundtables.
 - Active engagement in the full calendar of Innovate Finance programmes and events. This includes regular invitations and speaking opportunities at their Member Peer Working Groups, Transatlantic policy Working Group, CXO breakfast series, Capital Connections series, the work of the APPG on FinTech (for which Innovate Finance is the Secretariat)
7. The Membership Proposal also details several additional membership benefits that the City Corporation will receive as a lead sponsor of Innovate Finance going forward.
8. Continued sponsorship will also meet Key Policy Priorities 1 and 3 of the current Corporate Plan: ('Supporting and promoting the international and domestic financial and business sector' and 'Engaging with London and national government on key issues of concern to our communities').

Innovate Finance's current position and our relationship

9. Innovate Finance's overall turnover currently comprises £2.5m, £1.5m of which is accounted for by membership subscriptions. The remainder of that figure (approximately £1m) comprises of City of London Corporation lead sponsorship, strategic partnerships and benevolent funding from organisations such as Broadgate Estates, Hogan Lovells and Deloitte, and other income streams such as event sponsorship.
10. There are currently circa 250 subscription members of Innovate Finance.
11. In 2017, the City Corporation's contribution represented 10% of annual turnover for Innovate Finance.
12. In February 2014, the City of London Corporation agreed to sponsor Innovate Finance for £1,000,000, supplied over three years. This original funding ended on 31st March 2017.
13. In July 2016, against the backdrop of the vote to leave the EU, the City Corporation agreed an additional year's sponsorship of £350,000. This sum was intended to off-set potential risk of Brexit by providing additional support for the organisation whilst several of its members adapted to the changing political landscape. This additional support was also dependent on a restructuring of the governance model for Innovate Finance, which in turn would ensure greater accountability to the City Corporation. This arrangement, and the subsequent funding available, expires on 31st March 2018.
14. This additional funding was also approved subject to the implementation of the proposed reform of Innovate Finance's internal governance, with Alderman William Russell acting as a guarantor on this point on behalf of the City Corporation. This was achieved, and a representative of the City Corporation now regularly attends Innovate Finance Executive Board meetings as an observer.
15. Following recent changes in the leadership and structure of Innovate Finance, your officers believe the organisation is now ready to mature from a start-up model to the model of a more established trade association or membership body. Our continued support is based on this organisational shift continuing.
16. Our continued support will enable Innovate Finance to develop their strategy to be more representative of the UK's fintech industry, building on their move to the City of London (Broadgate Estates) as the first such move, and one which over the next three years will see deeper engagement across the UK.
17. Our continued support is also dependent on Innovate Finance continued and positive engagement with government. It is noted that the Economic Secretary to the Treasury has agreed to provide a keynote at the forthcoming Innovate Finance Global Summit (IFGS2018).

Proposal

18. On this basis, Members' approval is sought for the continued sponsorship of Innovate Finance for the next three years, a total financial contribution £750,000.

19. This continued sponsorship would be divided over the three years from April 2018 until March 2021 at a total of £250,000 per annum.
20. This continued sponsorship would be subject to the current arrangements as outlined in the original report to your Committee, dated 20 February 2014, and the Membership Proposal for Continued Sponsorship (Appendix), and payment would be made in tranches during each year on a quarterly basis.
21. This continued sponsorship remains conditional on Innovate Finance meeting the objectives set and fulfilling the membership benefits for the City Corporation as outlined by the Membership Proposal for Continued Sponsorship (Appendix) and as agreed with your officers on an ongoing basis.
22. Members are asked to note that this level of corporate membership represents an overall reduction in our contribution to Innovate Finance as a lead sponsor year-on-year when compared to previous agreements to sponsor the organisation.
23. Members are also asked to note that this agreement for continued sponsorship is agreed on the basis your officers will work with the Innovate Finance leadership to devise an exit strategy from status of lead sponsor of the organisation by the City Corporation by March 2021, reducing our funding status at that time.

Corporate & Strategic Implications

24. In addition to the above implications for raising and supporting the City Corporation's profile in this sector, this decision would also meet Key Policy Priorities 1 and 3 of the current Corporate plan: ('Supporting and promoting the international and domestic financial and business sector' and 'Engaging with London and national government on key issues of concern to our communities').

Financial Implications

25. This continued sponsorship would be charged to your Committee's 2018/19, 2019/20 and 2020/21 Policy Initiatives Fund, categorised under 'Promoting the City' and charged to City's Cash. The current uncommitted balance of the Policy Initiatives Fund for 2018/19, 2019/20 and 2020/21 is £696,665, £1,117,365 and £1,243,365 respectively prior to any allowance being made for any other proposals on today's agenda.

Conclusion

26. It is imperative that we continue to support Innovate Finance as our key partner in fintech. Our partnership with that organisation provides unique support for our own strategic objectives, both in the UK and overseas, in the development of policy and the promotion of the future of financial services, especially around the UK's status (particularly London) remaining a global hub for both technology and

finance, is support of our status as an international hub for financial and professional services.

Appendixes

Membership Proposal between Innovate Finance and the City of London Corporation for Continued Sponsorship of Innovate Finance, February 2018

Background Papers

Report to Policy & Resources Committee approving funding for “New FinTech UK” [now known as Innovate Finance], 20 February 2014

Report to Policy & Resources Committee regarding additional sponsorship to support Innovate Finance, 20 July 2016

Simon Horner

Economic Development Office

E: simon.horner@cityoflondon.gov.uk

**Membership Proposal between Innovate Finance and the City of London
Corporation in support of Continued Sponsorship of Innovate Finance**

February 2018

Membership Proposal for the City of London Corporation

MEMBERSHIP SUBSCRIPTION

Membership by way of Continued Sponsorship of Innovate Finance as a Lead Sponsor is held at a corporate level and is for three years, subject to review annually after years 1 and 2, from 1st April 2018.

The Membership fee for the above level of activity is £250,000 per annum, payable quarterly in advance, on the following dates of each year:

Date due	Amount
30 th June	£62,500.00
30 th September	£62,500.00
31 st December	£62,500.00
31 st March	£62,500.00
Total	£250,000.00

To note: this level of corporate membership represents an overall reduction in our contribution to Innovate Finance year-on-year when compared to previous agreements to sponsorship.

Membership will be reviewed annually, and any issues resolved between the Director of Economic Development, City of London Corporation and CEO of Innovate Finance, and both parties to devise an exit strategy from CoLC's current status as Lead Sponsor by March 2021.

Details of the benefits of membership are laid out below in the Appendix

SIGNED:

DIRECTOR OF ECONOMIC DEVELOPMENT, CITY OF LONDON CORPORATION

CEO, INNOVATE FINANCE

DATE

The City of London Corporation membership of Innovate Finance

In many ways, the UK is still at the start of the FinTech journey, with the next 2-3 years potentially being the most critical. Brexit and associated policy issues are challenging for the sector, requiring a stronger voice than ever. In response to this, Innovate Finance have prepared a strategy for the year ahead, which builds on existing success, but seeks to focus more clearly on a few core priorities, all of which support the City Corporation's objectives for financial services and continued membership of Innovate Finance. These are:

- **Retaining a strong policy voice for the sector** – particularly focusing on talent issues, inward investment, and the changing regulatory requirements of the sector. Innovate Finance will do this in partnership with CoLC and other member bodies and trade associations to maximise impact, while recognising that Innovate Finance remains the only body representing the whole sector.
- **The creation of an Advisory Council to engage members, government and regulators.** Based on the format of the City Corporation / TheCityUK-led *International Regulatory Strategy Group* (IRSG), the *Innovate Finance Advisory Council* will draw together senior engagement from across key stakeholders to ensure Innovate Finance and key partners are able to support strategic initiatives. With proposed senior representation from banks and FinTechs and attendance from government and regulators – *and two places for CoLC representatives* - this Council will consider key issues, respond to government requests for the sector and support Innovate Finance's ambitions to drive real change. This Council will also be used as a sounding board for proposed industry initiatives from government or third parties, such as the proposed Industry Sandbox.
- **Supporting start ups and scale ups to create real success stories for the UK.** Innovate Finance is clear what members want and need to grow, and providing this support could make the difference between success and failure. Innovate Finance's support for members aligns to CoLC objectives in supporting scale ups in London and the UK via our own export and investment programmes.
- **Attracting inward investment and talent.** Innovate Finance's members consistently report that continued access to skills and talent (both domestic and overseas) remains of critical importance considering the ongoing Brexit negotiations. As such Innovate Finance is producing an in-depth economic analysis of the impact of future migration policy on UK FinTech. This key piece of work - which supports CoLC's policy objectives re Brexit and immigration issues - will deliver new insights into UK FinTech, help shape UK Government policy (through the MAC, HMT and Home Office), and highlight the importance of highly skilled talent to the sector - to ensure that with proportionate policy the UK can remain the leader for FinTech post-Brexit.
- **Promoting the achievements of the UK FinTech sector, to build confidence in the sector.** As FinTechs grow and provide real services, their success stories provide an opportunity to demonstrate the value of the sectors to the public, opinion formers and overseas investors. Compellingly, these stories are not just around value creation, but also around wider financial inclusion, lower cost consumer services, and a stronger customer focus.
- **Creating a vehicle for step change transformation.** Innovate Finance is in active discussion with the FCA and key stakeholders about creating an Industry Sandbox. Innovate Finance has already taken the lead on developing the concept, and there is significant excitement about taking this to the next stage of development which subject to appropriate governance, could allow the potential development of common

standards and support key industry initiatives to continue to drive competition in financial services. For note - separate financial support (from HMT, FCA etc) would be required to industrialise this, as the scale of this would dwarf the Innovate Finance team.

Innovate Finance is also supporting the **CoLC Value of FinTech report's key recommendation** in support of a Sector Deal. This has already led Innovate Finance into productive conversations with HMT and BEIS, and Innovate Finance has already identified potential board members to support a bid.

To note: HMT has also recently responded to a request from Innovate Finance to support Fintech more publicly. HMT is considering a strategy document to be released in UK Fintech week around the key issues within Fintech and how HMT, government and industry will take ownership to develop responses. This is in a formative stage but has resulted from meetings over recent weeks, originating from the **Value of FinTech** report launch.

Based on the above, CoLC also receive several additional benefits as a Founding Member of Innovate Finance. These are highlighted in the Appendix below.

The City of London Corporation's offer to Innovate Finance

The City Corporation is keen to be an active partner to Innovate Finance and coordinate resources and opportunities that enable a bigger impact to the benefit of UK based financial and professional services.

These resources include: access to established City networks; access to wider industry; access to senior domestic and international policy makers, including ministers and senior officials; knowledge, expertise and capacity in the City Corporation teams; international reach through export and investment programme, and overseas offices; research programme; Special representative to the EU; Special Envoy to Asia; venue (applied at the City rate) and events; expertise in complementary policy areas such as planning, infrastructure and education; and as a non-membership organisation, the City Corporation can sometimes speak more freely on particular issues.

When combined with Innovate Finance's strengths, this should make for an effective partnership that benefits fintech and the UK's financial services industry.

APPENDIX:

Current Membership Benefits for CoLC	Additional Membership Benefits 2018 for CoLC
<p>Active engagement in the full calendar of Innovate Finance programmes and events. This includes regular invitations and speaking opportunities at our Member Peer Working Groups, our Transatlantic Policy Working Group, our CXO breakfast series, and our Capital Connections series.</p> <p>Active engagement in the work of the All Party Parliamentary Group on FinTech (of which Innovate Finance is the Secretariat), helping to raise the profile of FinTech across Parliament.</p> <p>Opportunity to connect and engage with the IF membership to support CoLC initiatives. In the past, this has consisted of invitations sent to the IF membership on behalf of CoLC for CoLC events and programmes as well as the facilitation of direct connections and introductions to our members.</p> <p>Access to the most relevant knowledge and intelligence to help navigate the changing financial services landscape through ongoing consultations, podcasts, webinars and collaborative industry reports.</p> <p>Invitations to and speaking opportunities at the Innovate Finance Global Summit. This also includes guaranteed seats for policy roundtables (previous roundtable partners have included: The Omidyar Network, WEF, Chatham House, and Nesta, amongst others).</p> <p>Invitations to and speaking opportunities at the Innovate Finance Growth Forum.</p> <p>Opportunity to engage in Innovate Finance promotion and communication across major trade, national and international media outlets.</p> <p>Invitations to attend executive Board events.</p>	<p>Two seats on the <i>Innovate Finance Advisory Council*</i>, alongside senior representation from our FinTech and incumbent members, and government representatives, to shape future FinTech policy on issues such as a FinTech Sector Deal, Industry Sandbox, and Digital Identity etc.</p> <p>[*The <i>Advisory Council</i> will follow the template of the <i>IRSG</i> by way of format]</p> <p>One seat on the <i>Innovate Finance Policy Committee</i>, helping to ensure FinTech remains at top of the political agenda, and feeding into the policy priorities of IF.</p> <p>Invitations to a private lunch and dinner series convening the key CEOs/Founders of the high growth FinTechs and Heads of Innovations at the banks.</p> <p>Invitation to an annual institutional dinner, an exclusive roundtable discussion on FinTech and the macro environment. Last year IF welcomed Daniel Franklin, Executive Editor of the Economist, as our speaker for the evening.</p> <p>Collaboration on forthcoming cross-sector work, including our upcoming report on the impact of migration policy on UK FinTech undertaken to support the work of the Migration Advisory Committee (MAC).</p> <p>IF to work in close partnership with the CoLC Secondee (from Q1 2018) to develop policy briefings, engage senior domestic and international policymakers, respond to consultations, and horizon-scan FinTech policy issues.</p> <p>Dedicated regular monthly briefings by the Innovate Finance CEO, to include an overview of all upcoming pieces of work before they are shared with the wider membership community.</p> <p>IF to work with the CoLC Policy and</p>

	<p>Resources Committee on developing a regional approach to driving FinTech across the UK.</p> <p>Dedicated twice-yearly with both the CoLC Chairman of Policy & Resources, and the Lord Mayor</p> <p>Annual meeting between all Innovate Finance and relevant CoLC teams to broaden networks and mutual collaboration.</p>
--	---

Committee(s): Policy and Resources	Dated: 22 February 2018
Subject: Sponsorship of Chatham House 2018 Brexit programme	Public
Report of: Bob Roberts, Director of Communications	For Decision
Report author: Colton Richards, Corporate Affairs Officer	

Summary

The Royal Institute of International Affairs, more commonly known as Chatham House, is a non-governmental, independent policy institute which focuses its work on the most significant developments in international affairs.

The City of London Corporation is a key corporate member of Chatham House, which provides access to experts, major events, research and regular briefings.

Chatham House, is seeking £20,000 for twelve months from the City of London Corporation to sponsor its 2018 Brexit programme, entitled '*Brexit, New Political and Economic Agendas.*'

This report recommends supporting this initiative. It provides the opportunity for the City Corporation to participate in a key debate and support Chatham House, who has a well-established role as a centre for informed debate and discussion, independent analysis and policy development on the critical issues facing the UK and EU.

Recommendation

This report recommends that your Committee agrees to sponsor a Chatham House Brexit-related programme at a cost of £20,000 to be met from your Committee's Policy Initiatives Fund for 2017/18, categorised under Events and charged to City's Cash.

Main Report

Background

1. Chatham House, is a non-governmental, independent policy institute which focuses its work on the most significant developments in international affairs. The City Corporation is a major corporate member of Chatham House, which provides access to experts, major events, research and regular briefings.
2. Since the June 2016 referendum Chatham House has published work on a range of issues relating to Brexit, parts of which the City Corporation has sponsored. These include Brexit and devolution, Chinese and Japanese views on Brexit and future trade policy. Through this, senior City Corporation representatives have participated in events examining key Brexit-related issues and engaged directly

with prominent figures such as Pascal Lamy, former Director-General of the World Trade Organization, Klaus Welle, Secretary-General of the European Parliament and Sir Nigel Sheinwald, former UK Ambassador to the United States.

Proposal

3. The next phase of Chatham House's Brexit programme will include:
 - Research on the impact of Brexit and policy proposals for the future in key sectors, including trade policy, public attitudes to membership of the EU, foreign policy and industrial strategy;
 - A monthly Brexit roundtable series, exploring the dynamics and implications with senior figures from politics, policy and the media from across the EU;
 - Continued development of the UK Trade Policy Observatory (UKTPO)
 - A quarterly '*Business, Trade and Brexit*' policy dinner series, bringing together senior business leaders, trade experts and government officials; and
 - A '*Global Insights*' training workshop series on the future of UK international trade, providing training for companies and governments on UK trade policy and its impact on British and international businesses.
4. Supporters of the programme will have the opportunity to:
 - Nominate two attendees for each breakfast roundtable event and one attendee for each of the Business, Brexit and Trade policy dinners;
 - Engage with external experts and leading figures from business, government and academia, from the UK and across Europe;
 - Request private briefings from Chatham House experts;
 - Receive up to eight places for colleagues in the '*Global Insights*' series;
 - Be invited to additional relevant events organised by the Chatham House Brexit Programme and Global Economy and Finance Department; and
 - Receive written commentary from Chatham House experts on key Brexit issues.

Implications

5. It is proposed that the required funding of £20,000 is drawn from your Committee's 2017/18 Policy Initiatives Fund, categorised under 'Events' and charged to City's Cash. The current uncommitted balance in the 2017/18 Fund is £115,565 prior to any allowance being made for any other proposals on today's agenda.

Conclusion

6. Sponsorship of Chatham House's 2018 Brexit programme accords well with the City Corporation's role in engaging with high level stakeholders and contributing to policy debates in areas of importance to the City Corporation and the financial and related professional services sector.

Colton Richards | Corporate Affairs Officer, Town Clerk's Department
T: 020 7332 1357 E: colton.richards@cityoflondon.gov.uk

This page is intentionally left blank

Committee(s)	Dated:
Policy and Resources Committee	22 February 2018
Subject: Sponsorship of the Wincott Foundation's 'Wincott Awards'	Public
Report of: Bob Roberts, Director of Communications	For Decision
Report author: Jan Gokcen, Corporate Affairs Officer	

Summary

The Wincott Foundation is a registered charity that supports and encourages high quality economic, financial and business journalism in the UK and internationally to contribute to a better understanding of economic issues.

The Corporation has been a longstanding supporter of the Wincott Foundation, which, in addition to the Wincott Awards, hosts an annual memorial lecture in the name of the distinguished economic journalist Harold Wincott and provides grants and scholarships to students of business, economic and financial journalism.

The Wincott Foundation is seeking £12,000 from the City of London Corporation to sponsor its annual 'Wincott Awards' for the next three years.

This report recommends supporting the above initiative. It is an opportunity for the City Corporation to recognise, support and encourage economic, financial and business journalism that will help inform debates of prime importance to the City's international reputation and policy interests.

Recommendation

This report recommends that your Committee agrees to sponsor the annual Wincott Awards at a cost of £12,000 for the next three years at £4,000 per year, with the funds being allocated from your Committee's Policy Initiatives Fund for 2018/19 2019/20 and 2020/21, categorised under Events and charged to City's Cash.

Main Report

Background

1. The Wincott Foundation is a registered charity that seeks to contribute to a better understanding of economic issues, principally by supporting and encouraging high quality economic, financial and business journalism in the UK and internationally. The Corporation has been a longstanding supporter of the Wincott Foundation, which, in addition to the Wincott Awards, hosts an annual memorial lecture in the name of the distinguished economic journalist Harold Wincott and provides grants and scholarships to students of business, economic and financial journalism.

2. Mansion House has hosted the Wincott Awards every year since 2002. In this period, the Wincott Awards have attracted the most eminent business journalists as well as a stream of distinguished speakers such as Paul Volker, Sir Nicholas Macpherson and Sir Roger Carr to speak at Mansion House. The panel awards prizes for journalism that enhances public understanding of key economic issues, developing the close link between high quality financial journalism in the UK and the international reputation of the City.

Proposal

3. The 2018 Wincott Awards is scheduled to take place in November 2018.
4. By sponsoring the Wincott Awards, the Corporation will provide funding for:
 - A contribution to the final catering bill of £4,000.
5. Any excess over the above catering bill and any additional expenses (such as Mansion House charges and printing costs) will be covered by the Wincott Foundation.
6. In return for sponsorship, the Corporation will receive:
 - Up to ten places at the luncheon for officers and members; and
 - Appropriate branding on the invitations and at the event.
7. Sponsorship of the Wincott Awards will then be reviewed following the proposed three-year period.

Implications

8. It is proposed that the required funding of £12,000 across three years at £4,000 per year to be drawn from the Policy Initiatives Fund 2018/19, 2019/20 and 2020/21 categorised under 'Events' and charged to City's Cash. The current uncommitted balance within your committees Policy Initiative Fund for 2018/19, 2019/20 and 2020/21 are £696,665, £1,117,365 and £1,243,365 respectively prior to any allowance being made for any other proposals on today's agenda.

Conclusion

9. Sponsorship of the Wincott Awards programme over the next three years is aligned with the City Corporation's role in promoting the City as the world leader in financial services by recognising and supporting high level economic, financial and business journalism. Such journalism contributes to more informed debates on key policy issues of importance to the City Corporation and the financial and related professional services industry.

Jan Gokcen | Corporate Affairs Officer, Town Clerk's Department
T: 020 7332 3307 E: jan.gokcen@cityoflondon.gov.uk

Committee: Policy and Resources	Date: 22 February 2018
Subject: Policy Initiatives Fund/Committee Contingency	Public
Report of: Chamberlain	For Information
Report Author: Laura Tuckey	

Summary

1. The purpose of the Policy Initiatives Fund (PIF) is to allow the Committee to respond swiftly and effectively with funding for projects and initiatives identified during the year which support the City Corporation's overall aims and objectives.
2. The Committee contingency is used to fund unforeseen items of expenditure when no specific provision exists within Committee budgets such as hosting one-off events.
3. In identifying which items would sit within the PIF the following principles were applied:
 - Items that relate to a specific initiative i.e. research;
 - Sponsorship/funding for bodies which have initiatives that support the City's overall objectives; and
 - Membership of high profile national think tanks
4. The attached schedules list the projects and activities which have received funding for 2017/18. Whilst the schedule shows expenditure to be incurred in this financial year, some projects have been given multi-year financial support (please see the "Notes" column). It should be noted that the items referred to have been the subject of previous reports approved by this Committee.
5. The balances that are currently available in the Policy Initiatives Fund and the Committee contingency for 2017/18 are £115,565 and £18,200 respectively.

Recommendations

6. It is recommended that the contents of the schedules are noted.

Contact:

Laura Tuckey

020 7332 1761

Laura.Tuckey@cityoflondon.gov.uk

POLICY AND RESOURCES COMMITTEE - POLICY INITIATIVES FUND 2017/18

ALLOCATIONS FROM PIF

<u>ALLOCATIONS FROM PIF</u>					<u>STATUS OF BALANCE</u>	
<u>COMMITTEE</u> <u>DATE</u>	<u>DESCRIPTION</u>	<u>RESP</u> <u>OFFICER</u>	<u>ALLOCATION</u> £	<u>ACTUAL</u> <u>PAID</u> TO 08/02/2018 £	<u>BALANCE</u> <u>TO BE SPENT</u> £	<u>NOTES</u>
	Events					
07/07/16	London Councils' London Summit - the City is to host the annual conference for 3 years	EDO	15,000	1,096	13,904	3 year funding: £15,500 in 2018/19 & £16,000 in 2019/20
07/07/16	2017 Party Conferences Funding - the City Corporation to hold private roundtables and dinners at the 2017 party conferences of the Liberal Democrats, Labour and Conservatives. The roundtables will focus on skills and employability	DED	6,000	0	6,000	Originally allocated from 2016/17; deferred to 2017/18
17/11/16	Sponsorship of the Liberty Conference - CoL to sponsorship the Margaret Thatcher Conference on Liberty in June 2017 being hosted by CPS	DED	20,000	18,860	1,141	
15/12/16	Franco-British Young Leaders Programme - The CoL Corporation to fund 2017 Gala Dinner at the Guildhall and to cover catering costs	DED	17,000	9,780	7,220	
16/02/17	City Week 2017 - CoL to sponsor this annual conference taking place on 25 & 26 May 2017. A high profile by the Corporation in City Week provides a valuable opportunity to shape discussions with business stakeholders on key topics and promote the UK to a global audience.	DED	26,000	15,900	10,100	
16/03/17	Think Tank Membership 2017-18: Renewal of COL's membership to Centre for the Study of Financial Innovation (£5,000); Chatham House (£14,000); European Policy Forum (EPF - £7,500); Institute for Public Policy Research (IPPR - £6,300); Local Government Information Unit (LGIU - £10,000); New Local Government Network (NLGN - £12,000); Reform (£9,000); Whitehall & Industry Group (WIG - £5,000); & Legatum Institute (£10,000)	DOC	78,800	68,600	10,200	
16/03/17	Sponsorship of Battle of Ideas Festival 2017 - the City Corporation to sponsor the festival, organised by The Institute of Ideas, taking place on 28-29 October 2017 at the Barbican Centre	DED	25,000	25,000	0	

<u>ALLOCATIONS FROM PIF</u>					<u>STATUS OF BALANCE</u>	
<u>COMMITTEE</u> <u>DATE</u>	<u>DESCRIPTION</u>	<u>RESP</u> <u>OFFICER</u>	<u>ALLOCATION</u> <u>£</u>	<u>ACTUAL</u> <u>PAID</u> TO 08/02/2018 <u>£</u>	<u>BALANCE</u> <u>TO BE SPENT</u> <u>£</u>	<u>NOTES</u>
16/03/17	International Business and Diplomatic Exchange (IBDE) - COL to fund a two year partnership with IBDE (£50,000) plus £22,000 for hosting a total of 8 events taking place over 2 years at the Guildhall. The IBDE is an independent, not for profit, non-political membership organisation bringing together the business and diplomatic community in London to promote international trade and investment flows.	DED	72,000	53,604	18,396	
21/09/17	Centre for London Conference - The City Corporation to sponsor the CFL's 2017 London Conference on 16 November 2017. The CFL is a politically-independent, not-for-profit think-tank and charity focused on exploring economic and social challenges across London	DOC	25,000	25,000	0	
21/09/17	Green Finance Summit 2018 - The City Corporation to host this event to ensure London maintains its profile in this fast growing sector.	DED	75,000	0	75,000	
21/09/17	City Week 2018 - CoL to sponsor this annual conference taking place on 23 & 24 April 2018. A high profile by the Corporation in City Week provides a valuable opportunity to shape discussions with business stakeholders on key topics and promote the UK to a global audience.	DED	25,000	0	25,000	
14/12/17	Sponsorship of Centre for London research project - The City Corporation to sponsor this research project looking at how London can strengthen its relations with other parts of the country. The CFL is a politically-independent, not-for-profit think-tank and charity focused on exploring economic and social challenges across London.	DOC	25,000	0	25,000	
08/09/16	Promoting the City Additional sponsorship to support Innovate Finance	DED	250,000	250,000	0	Additional year's sponsorship for Innovate Finance in the sum of £350,000 to be used flexibly; £100,000 in 2016/17; £250,000 in 2017/18
06/10/16	IPPR - Economic Justice Commission - City Corporation to become one of the sponsors of the IPPR Commission on Economic Justice. The IPPR is a registered charity and independent think-tank	DED	100,000	53,939	46,061	2 year funding: final payment in 2017/18
19/01/17	TheCityUK: CoL's additional funding toward CityUK's rental cost	DED	100,000	100,000	0	3 year funding: £100,000 in 2017/18 & 2018/19

<u>ALLOCATIONS FROM PIF</u>					<u>STATUS OF BALANCE</u>	
<u>COMMITTEE</u> <u>DATE</u>	<u>DESCRIPTION</u>	<u>RESP</u> <u>OFFICER</u>	<u>ALLOCATION</u> £	<u>ACTUAL</u> <u>PAID</u> TO 08/02/2018 £	<u>BALANCE</u> <u>TO BE SPENT</u> £	<u>NOTES</u>
19/01/17	Chemistry Club, City: City of London to sponsor a series of high calibre networking events to enhance the Corporation's credibility in the Cyber tech and related technologies in the financial services sector	DED	32,100	28,878	3,222	
16/03/17	City of London Advertising - continuation of placing advertisements in CityAM to promote services provided by COL and advertising in a new newspaper, City Matters, covering the Square Mile	DOC	54,900	46,150	8,750	2 year funding: £54,900 in 2017/18
04/05/17	City Matters: placing additional full page advertisements in City Matters to promote City of London Corporation's cultural events and activities	DOC	13,000	13,000	0	2 year funding: £15,600 in 2018/19
04/05/17	Secretariat of the Standing International Forum of Commercial Courts: City Corporation to provide financial support for a third of the costs of the secretariat for the first 3 years.	DED	60,000	0	60,000	3 year funding: £50,000 in 2018/19 & 2019/20
08/06/17	Commonwealth Enterprise and Investment Council (CWEIC) - Renewal of office space: provision of office space within Guildhall complex	TC	10,000	10,000	0	2 year funding: £10,000 in 2018/19
06/07/17	One City Social Media Platform: City Corporation to provide financial support for a third of the costs for 3 years of this ongoing development of a new social media led platform dedicated to City workers in promoting the attractions and events held within the Square Mile.	DBE / CS / DOC	60,000	50,000	10,000	3 year funding: £60,000 in 2018/19 & 2019/20
24/07/17	Key Messaging For London: 2017 and Beyond - Corporation's share of the cost of taking part in a joint messaging project designed to understand which messages about London resonate with key international audiences to persuade them that London is one of the best cities to invest in.	DOC	50,000	49,889	111	
16/11/2017 (Urgency)	Sponsorship of London Councils Development Guide: City of London Corporation co-sponsoring this new publication with London Councils. The Guide will include information on each London borough, summarising key development opportunities, targeted at future investors. Sponsorship will demonstrate the Corporation's support for development and investment across all London boroughs	DOC	10,000	10,000	0	
16/11/17	City of London Asia Next Decade - a campaign for the future: City of London Corporation to support the Asia Next Decade campaign that seeks to maintain London's role as a leading global financial centre through engagement with Asia.	DOC	30,000	299	29,701	

<u>ALLOCATIONS FROM PIF</u>					<u>STATUS OF BALANCE</u>	
<u>COMMITTEE</u> <u>DATE</u>	<u>DESCRIPTION</u>	<u>RESP</u> <u>OFFICER</u>	<u>ALLOCATION</u> £	<u>ACTUAL</u> <u>PAID</u> TO 08/02/2018 £	<u>BALANCE</u> <u>TO BE SPENT</u> £	<u>NOTES</u>
14/12/17	The Commonwealth Business Forum (CBF) 2018 - The City Corporation to host the Commonwealth Business Forum from: 16th - 18th April 2018. COL is working in partnership with HMG and CWEIC to develop a programme which places the City of London at the heart of the Commonwealth Business Forum.	DED	12,000	0	12,000	2 year funding: £70,000 in 2018/19
20/03/14	Communities STEM and Policy Education Programme - funding of the Hampstead Heath Ponds Project	DOS	36,300	35,441	859	The Director of Open Spaces has reviewed the phasing as follows: £23,850 in 2017/18 and £12,400 has been deferred from 2016/17 to 2017/18
11/12/14	Sponsorship of Tech London Advocates (TLA): further sponsorship to support the delivery of 2 major bi-annual summit events and the development and promotion of TLA's series of themed, advocate-led workstreams	DED	37,500	37,500	0	4 year funding: final payment in 2017/18
26/03/15	New Entrepreneurs Foundation (NEF): further sponsorship of NEF, a not-for-profit organisation focussing on equipping young entrepreneurs to run scalable businesses	DED	20,000	20,000	0	3 year funding: final payment in 2017/18
16/02/17	Social Mobility Commission: the City of London Corporation to be the sole sponsor of the Social Mobility Employer Index for its first year of operation	TC / DED	7,000	7,465	(465)	In addition, £7,000 for a launch event in 2017/18
06/07/17	STEM and Policy Education Programme - additional funding of the Hampstead Heath Ponds Project	DOS	23,900	0	23,900	£24,700 in 2018/19
16/11/17	Centre for Study of Financial Innovation (CSFI): Corporation supporting CSFI in its continued occupancy to enable the Think Tank to remain in the City	DOC	6,635	6,500	135	5 year funding: final payment in 2021/22
19/09/13	Attracting and Retaining International Organisations International Valuation Standards Council (IVSC) - City of London to support the accommodation costs of the IVSC	CS	50,000	50,000	0	5 year funding - £50k per year until 2018/19
03/07/14	International Forum of Sovereign Wealth Funds (IFS WF) - City of London to support the IFS WF Secretariat locating in the City	DED	31,300	31,300	0	4 year funding - final payment of £31,300 in 2017/18

ALLOCATIONS FROM PIF					STATUS OF BALANCE																			
COMMITTEE DATE	DESCRIPTION	RESP OFFICER	ALLOCATION £	ACTUAL PAID TO 08/02/2018 £	BALANCE TO BE SPENT £	NOTES																		
24/09/15	New Area of Work	TC				3 year funding - final payment in 2017/18																		
	Housing & Finance Institute (HFi) - CoL becoming a founding member of HFi, a hub designed to increase both the speed and number of new homes built across all tenures in the UK by working with local authorities and the private sector		40,000	40,000	0																			
			1,444,435	1,058,200	386,235																			
	BALANCE REMAINING		115,565																					
	TOTAL APPROVED BUDGET		1,560,000																					
	ANALYSIS OF TOTAL APPROVED BUDGET																							
	ORIGINAL PROVISION		1,250,000																					
	TRANSFERRED FROM CONTINGENCY		200,000																					
	APPROVED BROUGHT FORWARD FROM 2016/17		110,000																					
	1,560,000																							
<p>NOTES: (i) The Committee date records the actual approval meeting; in some instances approval is given for multi-year support for a project but the financial details in this table only show the expenditure due in the current year (2016/17). It should be noted that actual payments sometimes are made towards the end of a financial year.</p> <p>KEY TO RESPONSIBLE OFFICER:-</p> <table><tr><td>MBC</td><td>Managing Director Barbican Centre</td><td>DOC</td><td>Director of Communications</td><td>CGO</td><td>Chief Grants Officer</td></tr><tr><td>DED</td><td>Director of Economic Development</td><td>DOS</td><td>Director of Open Spaces</td><td>DBE</td><td>Director of the Built Environment</td></tr><tr><td>TC</td><td>Town Clerk</td><td>CS</td><td>City Surveyor</td><td>DCCS</td><td>Director of Community & Childrens Services</td></tr></table> <p>CAROLINE AL-BEYERTY - DEPUTY CHAMBERLAIN</p>							MBC	Managing Director Barbican Centre	DOC	Director of Communications	CGO	Chief Grants Officer	DED	Director of Economic Development	DOS	Director of Open Spaces	DBE	Director of the Built Environment	TC	Town Clerk	CS	City Surveyor	DCCS	Director of Community & Childrens Services
MBC	Managing Director Barbican Centre	DOC	Director of Communications	CGO	Chief Grants Officer																			
DED	Director of Economic Development	DOS	Director of Open Spaces	DBE	Director of the Built Environment																			
TC	Town Clerk	CS	City Surveyor	DCCS	Director of Community & Childrens Services																			

This page is intentionally left blank

POLICY AND RESOURCES COMMITTEE - POLICY INITIATIVES FUND

		2017/2018	2017/2018
		£	£
Base Budget 2017/2018			1,250,000
Transfer from Contingency			200,000 *1
Balance brought forward from 2016/2017 PIF			110,000
Revised Budget 2017/2018			<u>1,560,000</u>
<u>Approval Date</u>	<u>Allocations</u>		
19/09/13	International Valuation Standards Council	50,000	
20/03/14	STEM and Policy Education Programme	23,900	
20/03/14	STEM and Policy Education Programme	12,400	*2
03/07/14	International Forum of Sovereign Wealth Funds (IFSWF)	31,300	
11/12/14	Sponsorship of Tech London Advocates	37,500	
26/03/15	New Entrepreneurs Foundation	20,000	
24/09/15	Housing and Finance Institute	40,000	
07/07/16	London Councils Summit	15,000	
07/07/16	Party Conference Activity	6,000	*3
08/09/16	Innovate Finance	250,000	
06/10/16	Sponsorship of the IPPR Commission on Economic Justice	100,000	
17/11/2016	Sponsorship of the Liberty Conference	20,000	
15/12/2016	Franco-British Young Leaders Programme	17,000	
19/01/17	Chemistry Club, City	32,100	
19/01/17	TheCityUK	100,000	
16/02/17	Sponsorship of Social Mobility Employers Index (launch)	7,000	
16/02/17	City Week 2017	26,000	
16/03/17	Think tank memberships	78,800	
16/03/17	Battle of Ideas Festival 2017	25,000	
16/03/17	International Business and Diplomatic Exchange (IBDE)	72,000	
16/03/17	City of London Advertising	54,900	
04/05/17	City Matters Newspaper - additional Advertising	13,000	
04/05/17	Secretariat of Standing International Forum of Commercial Crts	60,000	
08/06/17	Office Space Renewal: Commonwealth Enterprise & Invest Council (CWEIC)	10,000	
06/07/17	STEM and Policy Education Programme	23,900	
06/07/17	One City Social Media Platform	60,000	
24/07/17	Key Messaging For London: 2017 and Beyond	50,000	
21/09/17	City Week 2018 Event Sponsorship	25,000	
21/09/17	Green Finance Summit 2018	75,000	
21/09/17	Sponsorship of Centre for London 'London Conference 2017'	25,000	
16/11/17	Sponsorship of London Councils Development Guide	10,000	
16/11/17	City of London Asia Next Decade - a campaign for the future	30,000	
16/11/17	Proposed Grant to retain the Centre for the Study of Financial Innovation	6,635	
14/12/17	Sponsorship of Centre for London research project	25,000	
14/12/17	The Commonwealth Business Forum 2018	12,000	
Total Allocation		<u>1,444,435</u>	
Allocation Remaining			<u>115,565</u>
<u>Less:</u> Possible maximum allocations from this meeting: 22 February 2018			
- Sponsorship of Chatham house 2018 Brexit Programme		20,000	
-			
-			
		<u>20,000</u>	
Balance			<u>95,565</u>

*1 £200,000 Committee Contingency was transferred to Policy Initiative Fund as agreed by Committee on 21 September 2017

*2 Carry forward of unspent funds from 2015/2016

*3 Carry forward of unspent funds from 2016/2017

Caroline Al-Beyerty
Financial Services Director

POLICY AND RESOURCES COMMITTEE - POLICY INITIATIVES FUND 2018/2019 - 2021/2022

Date	Description	Allocation 2018/19	Allocation 2019/20	Allocation 2020/21	Allocation 2021/22
		£	£	£	£
	BASE BUDGET	1,250,000	1,250,000	1,250,000	1,250,000
	TOTAL BUDGET	1,250,000	1,250,000	1,250,000	1,250,000
	ALLOCATIONS				
19/09/13	International Valuation Standards Council	50,000			
07/07/16	London Councils Summit	15,500	16,000		
19/01/17	TheCityUK	100,000			
16/03/17	City of London Advertising	54,900			
04/05/17	City Matters Newspaper - additional Advertising	15,600			
04/05/17	Secretariat of Standing International Forum of Commercial Crts	50,000	50,000		
08/06/17	Office Space Renewal: Commonwealth Enterprise & Invest Council	10,000			
06/07/17	STEM and Policy Education Programme	24,700			
06/07/17	One City Social Media Platform	60,000	60,000		
16/11/17	Proposed Grant to retain the Centre for the Study of Financial	6,635	6,635	6,635	6,635
14/12/17	The Commonwealth Business Forum 2018	70,000			
14/12/17	Sponsorship of Chemistry Club City	40,000			
14/12/17	Sponsorship of CPS Margaret Thatcher Conference on China 2018	21,000			
18/01/18	Sponsorship of the Annual Review of the Women in Finance Charter	35,000			
	TOTAL ALLOCATIONS	553,335	132,635	6,635	6,635
	BALANCE AVAILABLE	696,665	1,117,365	1,243,365	1,243,365

Less: Possible maximum allocations from this meeting: 22 February 2018

Sponsorship of the Wincott Foundation's 'Wincott Awards'	4,000	4,000	4,000	
Continued Sponsorship to support Innovate Finance	250,000	250,000	250,000	
Balance	442,665	863,365	989,365	1,243,365

This page is intentionally left blank

POLICY AND RESOURCES COMMITTEE - CONTINGENCY 2017/18

<u>ALLOCATIONS FROM CONTINGENCY</u>					<u>STATUS OF BALANCE</u>	
<u>COMMITTEE</u> <u>DATE</u>	<u>DESCRIPTION</u>	<u>RESP</u> <u>OFFICER</u>	<u>ALLOCATION</u> £	<u>ACTUAL</u> <u>PAID</u> TO 08/02/2018 £	<u>BALANCE</u> <u>TO BE SPENT</u> £	<u>NOTES</u>
23/01/14	Career fairs - City of London Corporation to host up to three events per year to enhance employability of young people in neighbouring communities	DED	62,000	-	62,000	3 year funding: £62,000 deferred from 2016/17
08/05/14	City of London Scholarship - Anglo-Irish Literature: CoL to award a yearly scholarship to a single student to continue their studies in the field on Anglo-Irish Literature	TC	39,700	-	39,700	3 year funding - £25,000 in 2017/18; £14,700 deferred from 2016/17
11/12/14	Encourage City Developers to buy from local and SMEs: to boost local economies within deprived London boroughs and to support small business growth	DED	25,000	20,417	4,583	3 year funding - final payment in 2017/18
19/02/15	Supporting the Commonwealth (CWEIC): to engage with the Commonwealth further by becoming a partner of the Commonwealth Enterprise and Investment Council	TC	37,100	-	37,100	Originally allocated from 2015/16; £37,100 deferred to 2017/18
17/03/16	Lord Mayor's Show Fireworks: City of London Corporation to hold a public fireworks display following the LM's Show. Funding to cover all aspects of the planned display including the fireworks display itself, and all the traffic management, public safety and crowd and related events management issues.	DOC	125,000	125,000	0	3 year funding - final payment in 2018/19
17/11/16	Police Arboretum Memorial Fundraising Dinner: City Corporation to host a fundraising dinner at Guildhall	DED	30,000	-	30,000	Originally allocated from 2016/17; deferred to 2017/18
17/11/16	Co-Exist House: City of London Corporation to fund a learning institution and centre in London dedicated to promoting understanding of religion and to encourage respect and tolerance	DED	20,000	-	20,000	3 year funding - £20k per year until 2018/19

ALLOCATIONS FROM CONTINGENCY					STATUS OF BALANCE	
COMMITTEE DATE	DESCRIPTION	RESP OFFICER	ALLOCATION £	ACTUAL PAID TO 08/02/2018 £	BALANCE TO BE SPENT £	NOTES
16/02/17	Restoration of St Pauls Cathedral Bells	TC	30,000	30,000	0	
08/06/17	Education Float in the Lord Mayor's Show 2017: City Corporation to enter an education float featuring the City's family of academy and independent schools	TC	10,000	6,000	4,000	
21/09/17	Livery Hall Book: City of London Corporation to support the Worshipful Company of Chartered Architects (WCCA) in a new publication exploring the City of London's Livery Halls	TC	5,000	5,000	0	
	BALANCE REMAINING		383,800	186,417	197,383	
	TOTAL APPROVED BUDGET		18,200			
	ANALYSIS OF TOTAL APPROVED BUDGET		402,000			
	ORIGINAL PROVISION					
	APPROVED BROUGHT FORWARD FROM 2016/17		300,000			
	TRANSFERRED TO POLICY INITIATIVE FUND		302,000			
	TOTAL APPROVED BUDGET		(200,000)			
			402,000			

NOTE: The Committee date records the actual approval meeting; in some instances approval is given for multi-year support for a project but the financial details in this table only show the expenditure due in the current year (2016/17). It should be noted that actual payments sometimes are made towards the end of a financial year.

KEY TO RESPONSIBLE OFFICER:-

DED	Director of Economic Development	TC	Town Clerk	DOC	Director of Communications
-----	----------------------------------	----	------------	-----	----------------------------

CAROLINE AL-BEYERTY - DEPUTY CHAMBERLAIN

POLICY AND RESOURCES COMMITTEE - CONTINGENCY

		2017/2018 £	2017/2018 £
Base Budget 2017/2018			300,000
Transfer to PIF			(200,000) *1
Balance brought forward from 2016/2017 Contingency			302,000
Revised Budget 2017/2018			402,000
<u>Approval Date</u>	<u>Allocations</u>		
23/01/14	Careers Fairs	62,000	*2
08/05/14	City of London Scholarship - Anglo-Irish literature	25,000	
08/05/14	City of London Scholarship - Anglo-Irish literature	14,700	*3
11/12/14	Encourage City Developers to buy from local and SMEs	25,000	
19/02/15	Supporting the Commonwealth (CWEIC)	37,100	*2
17/03/16	Lord Mayor's Show 2017 - Fireworks Display	125,000	
17/11/2016	Co-Exist House	20,000	
17/11/2016	Police Arboretum Memorial Trust - Dinner	30,000	*3
16/02/17	Restoration of St Pauls Cathedral bells	30,000	
08/06/17	Education Float in the Lord Mayor's Shown 2017	10,000	
21/09/17	Livery Hall Books	5,000	
Total Allocation		383,800	
Allocation Remaining			18,200
<u>Less:</u> Possible maximum allocations from this meeting: 18 January 2018			
-			
-			
-			
		0	
Balance			18,200

*1 £200,000 Committee Contingency was transferred to Policy Initiative Fund as agreed by Committee on 21 September 2017

*2 Carry forward of unspent funds from 2015/2016

*3 Carry forward of unspent funds from 2016/2017

Caroline Al-Beyerty
Financial Services Director

POLICY AND RESOURCES COMMITTEE - CONTINGENCY

		2018/2019 £	2018/2019 £
Base Budget 2018/2019			300,000
<u>Approval Date</u>	<u>Allocations</u>		
17/03/16	Lord Mayor's Show 2018 - Fireworks Display	125,000	
17/11/2016	Co-Exist House	20,000	
Total Allocation		<u>145,000</u>	
Allocation Remaining			<u>155,000</u>
<u>Less:</u> Possible maximum allocations from this meeting: 18 January 2018			
-			
-			
-			
		<u>0</u>	
Balance			<u>155,000</u>

Caroline Al-Beyerty
Financial Services Director

Committee: Policy and Recourses	Date: 22/02/2018
Subject: Actions Taken under Delegated Authority or Urgency Procedures	Public
Report of: Town Clerk Report author: Richard Holt – Town Clerk's	For Information

Summary

This report advises Members action taken by the Town Clerk under urgency procedures in consultation with the Chairman and Deputy Chairman since the last meeting of the Committee, in accordance with Standing Order No. 41(a) and (b) in relation to:-

- Potential Remuneration of Members Questionnaire
- Bridge House Estates Strategic Review Fund Bids
- The Central Foundation Schools of London

Recommendation

That Members note the action taken since the last meeting.

Main Report

1. Since the last meeting of the Committee approval was given under the urgency procedures, Standing Order No. 41(a), as follows:-

Incorporation of the Trustee body of The Central Foundation Schools of London – Action Taken Under Urgency Procedures (Standing Order 41(a))

Central Foundation Schools of London (CFSL) is an educational Foundation responsible for the maintenance of two schools; a voluntary aided Boys' School and a voluntary aided Girls' School. The CFLS recently agreed to the incorporation of its Trustee Board. As one of the appointing bodies, the City Corporation's consent was required in order for the incorporation to proceed. Having been supported by the Outside Bodies Sub-Committee, the approval of the Grand Committee was sought under the urgency procedures to accommodate the CFSL's end of January deadline for a response. Approval was therefore given to:

- the incorporation of the Central London Foundation Schools of London Trustee Body; and
- the Town Clerk being instructed to write to the CFSL to confirm the City of London Corporation's decision.

2. Approval was also given under delegated authority, Standing Order No. 41(b), to the following:-

Bridge House Estates Strategic Review Fund - Bids

Approval was given to the following bids from the Bridge House Estates (BHE) Strategic Review Fund (£1m) which was established to support and better understand the wider impacts of the implementation of Bridging Divides:-

- The provision of a sum of £40,000 from to cover the cost of the appointment of consultants to develop a financial model to determine; and
- The provision of a sum of £50,000 to cover the cost of obtaining legal advice in relation to the underlying trusts and governance of the charity and the way in which they may be applied more effectively for charitable purposes.

The approval of bids from the fund was delegated to the Town Clerk in consultation with the Chairmen of Policy and Resources, Finance and the Investment Committees, the City Bridge Trust, and to the Chief Grants Officer and the Deputy Chamberlain at the last meeting.

Remuneration of Members – Questionnaire

Approval was given of the final wording of the questionnaire relating to the possible remuneration of Members prior to its circulation to all Members. The approval was delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman, at Committee's meeting on 14 December 2017.

Contact:

Richard Holt

Tel: 020 7332 3113

Email: Richard.Holt@cityoflondon.gov.uk

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank