

**POLICY AND RESOURCES COMMITTEE**  
**Thursday, 15 November 2018**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 15 November 2018 at 1.45 pm

**Present**

**Members:**

Deputy Catherine McGuinness (Chairman)  
Simon Duckworth (Deputy Chairman)  
Christopher Hayward (Vice-Chair)  
Deputy Tom Sleigh (Vice-Chair)  
Randall Anderson (Ex-Officio Member)  
Douglas Barrow  
Sir Mark Boleat  
Deputy Keith Bottomley  
Tijs Broeke  
Henry Colthurst  
Marianne Fredericks  
Deputy Jamie Ingham Clark  
Deputy Edward Lord  
Alderman Ian Luder  
Jeremy Mayhew  
Andrew McMurtrie  
Graham Packham (Ex-Officio Member)  
John Scott (Chief Commoner) (Ex-Officio Member)  
Jeremy Simons (Ex-Officio Member)  
Sir Michael Snyder  
Deputy John Tomlinson  
Mark Wheatley  
Deputy Philip Woodhouse  
Alderman Sir David Wootton

**Officers:**

John Barradell	- Town Clerk and Chief Executive
Peter Kane	- The Chamberlain
Michael Cogher	- Comptroller and City Solicitor
Paul Double	- City Remembrancer
Paul Wilkinson	- City Surveyor
Caroline Al-Beyerty	- Financial Services Director
Damian Nussbaum	- Director of Economic Development
Bob Roberts	- Director of Communications
Peter Lisley	- Assistant Town Clerk
Angela Roach	- Assistant Town Clerk
Chris Bell	- Commercial Director

Peter Young	- City Surveyors Office
Paul Becket	- Planning Policy Manager
Gerald Mehrtens	- Academies Programme Manager
Ann Bamford	- Strategic Education, Culture and Skills Director
Nigel Lefton	- Remembrancer's Department
Bruce Mcvean	- Built Environment Office
Greg Moore	- Principal Committee and Members Services Manager

## 1. APOLOGIES

Apologies for absence were received from the Rt Hon The Lord Mayor Alderman Peter Estlin, Alderman William Russell, Deputy Joyce Nash, and Deputy Dr Giles Shilson.

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

There were no declarations.

## 3. MINUTES

a) The public minutes of the meeting held on 4 October 2018 were approved.

### **Matters Arising**

**Bank on Safety Timings** – It was confirmed that the timings for restricted access through Bank Junction, which had been implemented as part of the Bank on Safety Scheme, were intentionally different to those of the Congestion Charge. The timings had been selected following analysis which demonstrated that they corresponded with the period during which 75% of collisions were occurring at the Junction.

**London Living Wage (LLW)** – The Chamberlain clarified that the immediate application of the LLW increases agreed would mean that any associated costs would need to be met from departments' local risk budgets. Members noted this and confirmed that the intention was for the payment and backdating to apply from this year, whilst also recognising that any departmental overspends which could arise as a result of this particular measure would be accepted.

**Chief Commoner** – A Member, also the Deputy Chairman of the Livery Committee, advised that the Livery Committee would seek to raise awareness of the role of Chief Commoner amongst the Livery through its forthcoming issue of the Livery Briefing newsletter.

- b) The draft public minutes of the meeting of the Resources Allocation Sub-Committee held on 4 October 2018 were noted.
- c) The public minutes of the meeting of the Projects Sub-Committee held on 10 October 2018 were noted.

- d) The draft public minutes of the meeting of the Public Relations and Economic Development (PRED) Sub-Committee held on 9 October 2018 were noted and one recommendation was considered. It was also advised that an amendment had been made to the circulated minutes at the PRED Sub-Committee meeting held on 14 October 2018, which could be circulated to any interested Member.

RESOLVED: That the Terms of Reference of the Public Relations and Economic Development Sub-Committee be to include specific reference to oversight and governance of Sport Engagement (with power to act).

- e) The draft public minutes of the meeting of the Courts Sub-Committee held on 15 October 2018 were noted.

**4. RESOLUTION FROM THE STANDARDS COMMITTEE**

The Committee considered a resolution of the Standards Committee which related to the issue of Members with children at the three independent City Schools being effectively precluded from serving on the Board of Governors.

Members agreed that this situation was unfortunate and contrary to practice at other independent schools or with parent governors more generally. Reference was made to the proposals at Item 18 and the way in which the provisions of Local Government legislation were perhaps inappropriately applied to the City Corporation's non-local authority business. It was asked that this be explored.

RESOLVED: That the resolution be noted and that officers be asked to explore a solution to the issue identified.

**5. REVIEW OF THE CITY OF LONDON POLICE AUTHORITY - RESOURCING & GOVERNANCE ARRANGEMENTS**

The Committee considered a report of the Town Clerk reviewing the resourcing and governance arrangements of the City of London Policy Authority.

It was advised that notice had been received of points to be raised in relation to this item which were integral to the decision to be made but which related to an individual. These issues were considered to be exempt as defined under paragraph 1 of Part 1, Schedule 12A of the Local Government Act 1972 and further consideration of this item was therefore deferred until non-public session.

Following discussion in non-public session, it was:

RESOLVED: That:-

1. Approval be given to the creation of two FTE finance posts, including a Grade I post, at a cost of up to £195,000 and one FTE Town Clerk's post at a cost of up to £55,000, to strengthen the capacity and capability of the Police Authority;

2. The intention to introduce service level agreements between the Police Authority and the Corporation's professional support services be noted;
  3. The improvement to the governance arrangements that will enhance the Police Authority's oversight and scrutiny function, including greater strategic leadership and community engagement and better performance management arrangements, be noted;
  4. The intention to establish the full cost of the Police Authority function for benchmarking and Value for Money purposes be noted; and
  5. It be noted that, if required, a funding request may be made to Finance Committee for contingency funding late in the financial year.
6. **LAND TRANSACTIONS - FORMER RICHARD CLOUDESLEY SCHOOL SITE**  
The Committee considered a report of the Town Clerk which proposed changes to the land transaction arrangements for the former Richard Cloutesley School site.
- RESOLVED: That authority be given to:-
1. The acquisition of the freehold title in the London Borough of Islington (LBI) Land for the purpose of a new primary Academy and social housing, with workshops to be located beneath part of the social housing in accordance with the powers set out in this report;
  2. The grant of a leasehold interest of all the LBI Land and City Land on which the school is to be constructed to the City of London Academies Trust;
  3. The Director of Community and Children's Services be requested to:-
    - conclude negotiations and final terms of the acquisitions and disposal in accordance with the principles set out in the report;
    - take any other steps as required in connection with any related documentation and associated transactions as may be necessary to complete the steps at the above recommendations and to implement the Development in accordance with the principles in the report.
  4. The City Solicitor be requested to enter into all necessary legal documents.

7. **PROJECT MANAGEMENT REVIEW**

The Committee considered a report of the Town Clerk which proposed changes to the City's approach to Project Management.

The Chairman noted that a further paper would be submitted in due course exploring the wider overview of all City Corporation projects.

With reference to the proposed Project Management strand of City Academy, it was urged that provision be included for specific training in IT project

management, as these projects were often fundamentally different in nature to non-IT projects.

RESOLVED: That:-

1. Approval be given to the new Projects Procedure set out in the report, including:-
  - a revised Gateway Process;
  - implementation of a Costed Risk Provision;
  - recommending to the Court of Common Council that future amendments to the Projects Procedure be delegated to the Policy and Resources Committee.
2. The proposal for HR to develop a Project Management strand of City Academy (for enhancement of the City's Project Management capability and capacity) be noted.

#### 8. **MODERN SLAVERY STATEMENT**

The Committee considered a report of the Chamberlain proposing the adoption of a Modern Slavery Statement for the City of London Corporation.

RESOLVED: That approval be given to:-

1. The publication of a voluntary Modern Slavery Statement by the City Corporation.
2. The terms of the Statement to be used, as set out in the appendix to the report.
3. The 'continuous improvement' sections detailed throughout, which would form the basis of the action plan used to drive progress amongst all relevant departments over the next year.

#### 9. **BREXIT CONTINGENCY FUND**

The Committee considered a report of the Chamberlain proposing the establishment of a fund to support engagement activities that might be required in the lead-up to and following the UK's exit from the EU.

RESOLVED: That, subject to the approval of the Court:-

1. the creation of a Brexit Contingency Fund of £2m in 2018/19, with provision to carry forward any unspent balance into 2019/20 be approved;
2. authority to agree bids of up to £100k from the fund be delegate to the Town Clerk, in consultation with the Chairman and Deputy Chairman; and
3. the criteria and reporting framework set out in the report for the fund be approved.

## **10. EDUCATION, SKILLS AND CULTURAL AND CREATIVE LEARNING STRATEGY**

The Committee considered a report of the Director of Community & Children's Services proposing the establishment of three separate strategies for Education, Skills, and Cultural and Creative Learning.

In response to questions relating to the significant creative learning and education activities undertaken by the Open Spaces not being fully reflected in the strategies and to whether there were any plans for an overarching strategy, the Strategic Education, Culture and Skills Director advised that this area was integral to the strategies and that Open Spaces were heavily involved in a number of key areas, such as Culture Mile Learning and the School Visits Funds initiative. She also advised that an overarching strategy encompassing the three areas set out in the report, together with a short summary overview was being prepared for the New year.

**RESOLVED:** That approval be given to adoption of the Education Strategy, Skills Strategy, and Cultural and Creative Learning Strategy.

## **11. EMISSIONS REDUCTION PROPOSAL**

The Committee considered a joint report of the Director of Markets & Consumer Protection, and the Remembrancer concerning a series of proposals to improve local air quality in the City and London as a whole.

In answer to a question it was confirmed that no fines for stationary idling had been issued to date.

Reference was made to the limits imposed in respect of gas boilers, solid fuel burners, and combined heat and power to not affect current installations. It was suggested that this was insufficient and that any Bill should also seek to require operators of such systems already in place to at least maintain them to the specifications they were capable of. This would significantly aid efforts to limit emissions across London.

**RESOLVED:** That the principles outlined in the report be endorsed and that authority be granted for officers to consult with the Department for Environment, Food and Rural Affairs, the Greater London Authority, London Boroughs and other interested parties, and to seek the assent of London Councils.

## **12. PROPOSED APPROACH TO CARBON OFFSETTING**

The Committee considered a report of the Director of the Built Environment which set out a proposed approach to the collection and allocation of carbon offsetting contributions associated with development in the City.

**RESOLVED:** That the proposed approach to carbon offsetting as detailed in the report be approved.

**13. COMMUNITY INFRASTRUCTURE LEVY: NEIGHBOURHOOD PORTION PROPOSED GOVERNANCE ARRANGEMENTS, GRANT APPLICATION PROCESS AND ASSESSMENT CRITERIA**

The Committee considered a report of the Director of the Built Environment setting out the proposed governance arrangements, grant application process and assessment criteria for the City Community Infrastructure Levy (CIL) neighbourhood fund.

RESOLVED: That:-

1. Public consultation be undertaken to identify priorities for the use of the City CIL Neighbourhood Fund; and
2. The draft governance arrangements, grant application process and assessment criteria for the City CIL neighbourhood fund, as set out in Appendix 1 to the report, be approved for consultation with City communities.

**14. TRANSPORT FOR LONDON FUNDING: LIP ANNUAL SPENDING SUBMISSION 2019/20**

The Committee considered a report of the Director of the Built Environment which sought approval for projects to be included in the City Corporation's 2019/20 Annual Spending Submission to Transport for London (TfL).

Whilst recognising that allocations were made according to a specific funding formula used by TfL, officers were urged to explore the possibility of further funding being obtained for additional projects which might be of particular interest or benefit to TfL.

RESOLVED: That:-

1. The projects, as set out in the report, be included in the City Corporation's 2019/20 Annual Spending Submission;
2. Authority be delegated to the Director of the Built Environment to approve reallocations of the 2019/20 Corridors and Neighbourhoods grant of up to £100,000 within the financial year;
3. The allocation of the additional awarded sum of £106,822 for 2018/19 to the delivery of Legible London be approved; and
4. A Liveable Neighbourhoods bid for the City Cluster be submitted.

**15. SWAN LANE & TRIG LANE ESSENTIAL REPAIRS TO FLOOD DEFENCE WALL**

The Committee considered a report of the City Surveyor which sought funding for repair works to the flood defence wall adjacent to Swan Lane and Trig Lane.

RESOLVED: That approval be given to an allocation of £63,545 (including £12,250 risk allowance) from the 2018/19 City's Cash provision for new schemes, to fund the budget shortfall for the Swan Stairs works.

**16. CITY OF LONDON POLICE MUSEUM: GOVERNANCE ARRANGEMENTS**

The Committee considered a joint report of the Assistant Town Clerk & Culture Mile Director and the Commissioner addressing governance arrangements for the City of London Police Museum.

RESOLVED: That the decisions of the Culture, Heritage and Libraries Committee and the Police Committee in regard to the division of governance for the City of London Police Museum be ratified and the requisite amendments to terms of reference approved.

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

The Committee received a report of the Chamberlain updating it on projects and activities that had received Policy Initiatives Funding and funding from the Committee's contingency for 2018/19.

The Chairman advised that a report concerning the issue of multi-year requests for PIF funding was currently being prepared and would be submitted the next meeting.

RESOLVED: That the report be received and its contents noted.

**18. AUDIOVISUAL PARTICIPATION IN MEETINGS**

The Committee considered a joint report of the Town Clerk, Remembrancer and Comptroller & City Solicitor addressing the introduction of "virtual meetings" and the proposed next steps in relation to the policy, governance and financial implications arising from the introduction of a new meeting management arrangement. The report also commented more generally on the existing practice of annotating access requirements in committee papers by reference to the Local Government Act 1972.

Members welcomed the report as a sensible move towards facilitating increased participation at meetings, whilst recognising legal barriers or practical considerations which needed to be worked through. The pilot exercise being undertaken at the City of London Freemen's School was endorsed as a prudent approach to identifying and resolving any issues, with a view to wider implementation in due course.

RESOLVED: That:-

1. the principle of officers and Members fully participating in the discussion at meetings of the Board of Governors of the City of London Freemen's School via video link, on a trial basis be endorsed;
2. the Chamberlain be instructed to report, in consultation with the City Surveyor, on the necessary budget allocation to enable the holding of such meetings and facilitating virtual meetings more generally; and
3. the Town Clerk be requested to review the way in which Committee papers are currently annotated by reference to the Local Government Act 1972

and advise the Committee of the revised practice proposed, taking account of the advice contained in the report.

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

There was one question:

**Procurement**

In response to a Member's questions concerning City Procurement, the Chamberlain agreed to review the current practice whereby savings made through contracts owned by service departments reverted to the corporate centre. It was recognised that this practice could disincentivise service departments from using City Procurement and a report would be presented in due course. It was suggested that an element of backdating of savings might also be examined.

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

There were two urgent items:-

**Digital Declaration**

The Committee considered a report of the Chamberlain which proposed the City of London Corporation signing up to the Ministry of Housing, Communities and Local Government's Digital Declaration. The declaration committed the organisation to embracing and developing digital ways of working, digital citizens and business engagement and skills development.

**RESOLVED:** That approval be given to the City of London Corporation signing up to the UK Ministry for Housing, Communities and Local Government (MHCLG) Digital Declaration.

**Brexit**

The Chairman provided Members with an update on the Brexit negotiations and circulated a note setting out the City Corporation's statement in relation to the deal recently announced. Recognising that the position was fluid and constantly evolving, the Chairman sought and obtained Members' endorsement for the continued position of acting pragmatically and working with Government on behalf of, and in the best interests of, the City and the financial and professional services sector.

**21. EXCLUSION OF THE PUBLIC**

**RESOLVED –** That under Section 100(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

<b><u>Items No.</u></b>	<b><u>Paragraph No.</u></b>
22-24	3
25	3 & 5
26-30	3

## **22. NON-PUBLIC MINUTES**

- a) The non-public minutes of the meeting of the Policy and Resources Committee held on 4 October 2018 were agreed.
- b). The draft non-public minutes of the meeting of the Resource Allocation Sub-Committee held on 4 October 2018 were noted.
- c) The non-public minutes of the meeting of the Public Relations and Economic Development Sub-Committee held on 10 October 2018 were noted.
- d) The non-public minutes of the meeting of the Projects Sub-Committee held on 10 October 2018 were noted.
- e) The draft non-public minutes of the meeting of the Courts Sub-Committee held on 15 October 2018 were noted.

## **23. CITY PURCHASE OF NEW ARTWORK**

The Committee considered and approved a report of the Assistant Town Clerk & Culture Mile Director regarding the purchase of a new artwork for display in the Guildhall Art Gallery.

## **24. LORD CRAVEN'S CHARITY**

The Committee considered and approved a report of the Town Clerk concerning the future of Lord Craven's Charity for English Christian Captives.

## **25. PROGRESS REPORT: FORMER RICHARD CLOUDESLEY SCHOOL SITE**

The Committee considered and approved a report of the Director of Community and Children's Services, which briefed Members on developments made on the former Richard Cloutesley School site and the adjoining City of London Corporation land.

## **26. MARKETS CONSOLIDATION PROGRAMME: PROGRESS REPORT**

The Committee considered and approved a joint report of the City Surveyor and Director of Markets & Consumer Protection concerning the progress of the Markets Consolidation Programme.

## **27. CENTRAL CRIMINAL COURT PLANT REPLACEMENT: PHASE 4**

The Committee considered and approved a report of the City Surveyor concerning phase 4 of the Central Criminal Court Plant Replacement project.

## **28. ST LAWRENCE JEWRY: ISSUES REPORT**

The Committee considered and approved a report of the City Surveyor regarding a project to undertake essential repairs at St. Lawrence Jewry Church.

**29. GUILDHALL SECURITY VISION**

The Committee received a report of the City Surveyor outlining the new security arrangements at the Guildhall Complex.

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

The Committee received a report of the Town Clerk regarding decisions taken under delegated authority or urgency powers since the last meeting, in accordance with Standing Order Nos. 41(a) and 41(b).

RESOLVED: That the action taken with regard to the upgrade of facilities in the West Wing of Guildhall be noted.

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

There were none.

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

There were none.

**33. TO NOTE THE DRAFT CONFIDENTIAL MINUTES OF THE RESOURCE ALLOCATION SUB-COMMITTEE MEETING HELD ON 4 OCTOBER 2018.**

The draft confidential minutes of the meeting of the Resources Allocation Sub-Committee held on 4 October 2018 were noted.

**The meeting ended at 3.03 pm**

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Chairman

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