

**POLICY AND RESOURCES COMMITTEE**  
**Thursday, 19 September 2019**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 19 September 2019 at 1.45 pm

**Present**

**Members:**

Deputy Catherine McGuinness (Chair)  
Simon Duckworth (Deputy Chairman)  
Sheriff Christopher Hayward (Vice-Chairman)  
Deputy Tom Sleigh (Vice-Chair)  
Randall Anderson (Ex-Officio Member)  
Douglas Barrow (Ex-Officio Member)  
Nicholas Bensted-Smith (Ex-Officio Member)  
Deputy Keith Bottomley  
Anne Fairweather  
Marianne Fredericks  
Alderman Timothy Hailes  
Deputy Tom Hoffman (Chief Commoner) (Ex-Officio Member)  
Shravan Joshi  
Deputy Edward Lord  
Alderman Ian Luder  
Andrew McMurtrie  
Deputy Joyce Nash  
Graham Packham (Ex-Officio Member)  
Alderman William Russell  
Jeremy Simons (Ex-Officio Member)  
Sir Michael Snyder  
Mark Wheatley

**In attendance:**

Graeme Harrower

**Officers:**

John Barradell	- Town Clerk
Angela Roach	- Assistant Town Clerk & Director of Member Services
Emma Cunnington	- Town Clerk's Department
Charlotte Gordon	- Town Clerk's Department
Greg Moore	- Town Clerk's Department
Peter Kane	- Chamberlain
Caroline Al-Beyerty	- Deputy Chamberlain
Philip Gregory	- Chamberlain's Department
Chris Bell	- Chamberlain's Department
Michael Cogher	- Comptroller and City Solicitor
Paul Double	- City Remembrancer

Nicholas Gill	- City Surveyor's Department
Simon McGinn	- City Surveyor's Department
Caroline Dwyer	- Director of the Built Environment
Bob Roberts	- Director of Communications
Damian Nussbaum	- Director of Economic Development
Vic Annells	- Private Secretary and Chief of Staff, Mansion House
Andrew Carter	- Director of Community and Children's Services
Andy Barnard	- Superintendent of The Commons
Gavin Steadman	- Markets and Consumer Protection
Ruth Calderwood	- Markets and Consumer Protection

## 1. APOLOGIES

Apologies were received from Tijs Broeke, Karina Dostalova, the Rt Hon The Lord Mayor Alderman Peter Estlin, Deputy Jamie Ingham Clark, Jeremy Mayhew, Wendy Mead, Deputy Dr Giles Shilson, Deputy Philip Woodhouse, and Alderman Sir David Wootton.

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

There were none.

## 3. MINUTES

- a) The minutes of the meeting of the Policy and Resources Committee held on 4 July 2019 were approved.
- b) The public minutes of the meeting of the Public Relations and Economic Development Sub-Committee held on 2 July 2019 were noted.
- c) The public minutes of the meeting of the Resource Allocation Sub-Committee held on 4 July 2019 were noted.
- d) The public minutes of the meeting of the Projects Sub-Committee held on 19 July 2019 were noted.

## 4. AIR QUALITY STRATEGY 2019-24

The Committee considered a report of the Director of Markets & Consumer Protection presenting an Air Quality Strategy for 2019-24.

Following a presentation, which highlighted the key elements of the strategy, the following points were raised during discussion:

- Members referenced previous discussions concerning the creation of consolidation centres for deliveries within the City, together with the implementation of time restrictions on delivery vehicles. It was noted that these proposals would have a significant positive impact on air quality within the City, as well as traffic flow, with Members expressing a desire for progress to be made as expeditiously as possible on this matter. The

Director of the Built Environment was asked to produce an update report accordingly.

- The issue of air quality inside of buildings was raised, with a Member highlighting the activity being undertaken by the Property Investment Board in respect of the City Corporation's own buildings in relation to both monitoring and improvements. Officers confirmed that work was underway in this area but advised that this was a non-statutory activity and hence was not detailed within the Strategy, which was required to focus on functions within the City's statutory remit.
- The importance of working with London Boroughs was noted, with it confirmed that the City worked closely with authorities across the capital and was hosting a pan-London best practice event later that month.
- In relation to concerns around the use of private generators, officers advised that one of the constituent elements of the Private Members' Bill being progressed through Parliament was an aim to achieve regulatory powers in this area to allow action to be taken.

RESOLVED: That the content of the Air Quality Strategy 2019 – 2024 be approved for publication.

## 5. GOVERNANCE REVIEW

The Committee considered a report of the Town Clerk proposing that a comprehensive, independent, review of the City Corporation's governance arrangements be undertaken.

The Chair prefaced discussion by observing that, through the Fundamental Review process, it had become increasingly clear that the City's governance arrangements would also need to be reviewed substantively. Given the complexity and need for a dispassionate initial assessment, appointing an independent expert represented the sensible approach; however, she recognised that Members would, rightly, wish to contribute comments ahead of the process and would play a key role in the direction of travel and in considering the recommendations. It was suggested that any comments be submitted to the Town Clerk, for collation and submission to the independent reviewer. It was also suggested that, upon the recommendations being presented to this Committee initially, this might be managed most effectively as informal session.

During discussion of the scope of the review, Members noted that it would be important to keep discussion at a high-level at this stage and allow the independent reviewer latitude to make appropriate recommendations across the City Corporation's Code of Governance. However, it was recognised that, whilst a number of areas might require primary legislation for any changes to be pursued, it would nevertheless be sensible to identify these so that a true assessment could be made as to whether Members wished to pursue or consider them in the light of any risk factors. This included items such as decreasing the number of Common Councillors or Aldermen. It was agreed that authority should be delegated to the Town Clerk, in consultation with the Chair

and Deputy Chairman, to establish and include relevant items within the Review's scope.

In relation to questions concerning the timeframe of the review, Members noted it would be important to try and dovetail it with the Fundamental Review as far as possible, particularly given the potential for interrelated considerations concerning organisational structures and operating models.

RESOLVED: that, subject to the concurrence of the Court of Common Council:-

1. A comprehensive, independent, review of the City Corporation's governance arrangements be undertaken;
2. An independent consultant be appointed to undertake the review, to be assisted by the Principal Committee and Members Services Manager that administers this Committee;
3. The terms of reference of the review be as follows – “*to review the governance arrangements of the organisation by undertaking a comprehensive examination of the City Corporation's Code of Corporate Governance to ensure that the arrangements are efficient, fair, transparent and accountable*”;
4. Whilst it is anticipated that much of the Code of Corporate Governance will fall within the scope of the governance review, the Town Clerk be authorised to establish and include any other areas which merit inclusion in the review, in consultation with the Chair and Deputy Chairman;
5. The direction of travel, the emerging issues, findings and the formulation of recommendations be considered by the Resource Allocation Sub-Committee in the first instance;
6. Once the findings of the review and the views of the Sub-Committee have been considered by this Committee, all Members of the Court be consulted on the direction of travel and have the ability to contribute by way of an informal briefing session.

## 6. **REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

The Committee considered a report of the Town Clerk concerning the future arrangements for polling stations and polling places in the City to be used at UK Parliamentary elections.

The Chair prefaced discussion by noting that there were concerns in respect of the proposals for polling district AL and the use of St Bride's, particularly in relation to accessibility and forthcoming construction activity at the location. Consequently, it was suggested that the report be agreed with the exception of AL, with officers asked to revisit this particular proposal. It was also noted that choice may be constrained in the event that a short-notice General Election were called; consequently, it was agreed that authority should be delegated to consider revised proposals to help expedite this matter.

A Member suggested that consideration should also be given to the north-east corner of polling district AL, given the residential developments underway in that area. It was asked that thought be given to the possibility of redefining the boundary to allow voters there to use St Giles Cripplegate instead.

**RESOLVED:** That:-

1. Authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider proposals in respect of polling district AL.
2. No change be made to the boundaries of polling districts BL, CL and DL, or the location of the polling places within these polling districts, unless required as a consequence of decisions made under delegated authority in relation to polling district AL.

**7. AMENDMENT TO THE TERMS OF REFERENCE OF THE COMMUNITY AND CHILDREN'S SERVICES COMMITTEE**

The Committee considered a report of the Town Clerk proposing an amendment to the Community & Children's Services Committee's terms of reference.

A Member, also the Chairman of the Community & Children's Services Committee, spoke to explain the rationale for the change, noting that the amendment reflected activity already undertaken by and expected of the Committee.

A Member who served on the Housing Delivery Programme Working Group took the opportunity to note the relationship between the that body and the Community & Children's Services Committee, observing that there was currently insufficient joining-up of activity being undertaken by officers. It was urged that efforts be taken to rectify this.

**RESOLVED:** That the Court of Common Council be requested to amend the Terms of Reference of the Community & Children's Services Committee as set out in Appendix 1 to the report.

**8. ALDGATE BUSINESS IMPROVEMENT DISTRICT**

The Committee considered a joint report of the City Surveyor and the Director of the Built Environment concerning the Aldgate Business Improvement District (BID) proposal.

**RESOLVED:** That Members:-

1. Agree the BID Proposal to allow progression to formal Ballot.
2. In the event of a successful ballot, authorise the City Surveyor to enter into a Memorandum of Understanding in respect of the agreed arrangements for governance and implementation in accordance with the Heads of Terms in this report.
3. In the event of a successful ballot, delegate authority for the day-to-day management of the BID Body's functions to the City Surveyor (subject to this being exercised in accordance with the approved Memorandum of Understanding and within the BID levy receipts credited to the BID account).

**9. CHEAPSIDE BUSINESS IMPROVEMENT DISTRICT**

The Committee considered a joint report of the City Surveyor and the Director of the Built Environment concerning the Cheapside Business Improvement District (BID).

RESOLVED: That Members:-

1. Approve the BID Proposal to allow the Cheapside BID to progress to ballot for a second term.
2. In the event of a successful ballot, authorise the City Surveyor to renew the Memorandum of Understanding in respect of the agreed arrangements for governance and implementation in accordance with the Heads of Terms in this report.
3. In the event of a successful ballot, delegate authority for the day-to-day management of the BID Body's functions to the City Surveyor. (subject to this being exercised in accordance with the approved Memorandum of Understanding and within the BID levy receipts credited to the BID account)

**10. PLEDGE OF SUPPORT FOR THE 'OUR TURN' CAMPAIGN**

The Committee considered a report of the Director of Community & Children's Services, together with a resolution from the Community & Children's Services Committee, concerning a pledge of support to the "Our Turn" campaign.

RESOLVED: That a pledge should be made to resettle five additional asylum-seeking and refugee children each year for ten years as part of a fully funded government scheme, as proposed by the Our Turn campaign.

**11. DRAFT ALCOHOL STRATEGY**

The Committee received a report of the Director of Community & Children's Services presenting the City of London Corporation's draft Alcohol Strategy 2019–23 for information and comments.

RESOLVED: That the Draft Alcohol Strategy 2019–23, as set out in Appendix 1, be noted, together with the plan for consultation.

**12. CITY AIRPORT 2020-35 MASTERPLAN CONSULTATION RESPONSE**

The Committee considered a report of the Director of the Built Environment concerning the City of London Corporation's response to the draft City Airport Masterplan 2020-35.

Whilst supportive of the expansion and proposed response in general, a number of Members spoke to express real concerns that City Airport had significant shortcomings in respect of accessibility and catering for those with disabilities. Following discussion, it was agreed that the response should make clear any expression of support from the City Corporation would be contingent upon improvements being made in respect of accessibility for those travelling to the site, moving through the airport and boarding and alighting aircraft.

RESOLVED: That the proposed consultation response to the draft City Airport Masterplan 2020-35 be approved as set out at Appendix 1, subject to an amendment making clear that any expression of support would be contingent

upon improvements being made in respect of accessibility for those travelling to the site, moving through the airport, and boarding and alighting aircraft.

**13. PROPOSED PARTNERSHIP FUNDING BID**

The Committee considered a report of the Director of Open Spaces concerning a partnership proposal to develop a funding submission to the Secretary of State of Transport to create and restore Habitats of Principle Importance in and around Burnham Beeches Special Area of Conservation (SAC), as part of the biodiversity offsetting strategy being pursued by Heathrow Airport Limited.

RESOLVED: That:-

1. The Director of Open Spaces be authorised to agree a Memorandum of Understanding with Heathrow Airport Limited that will:
  - a. Guide the City's 'promotion and coordination role' during the development of the project
  - b. Lead to the submission of a collaborative bid to Heathrow Airport Limited to fund a landscape scale project that will secure 'net biodiversity gain' in and around Burnham Beeches SAC.
2. The indicative timetable (as set out in paragraph 12), provided by Heathrow Airport Limited, be noted.

**14. INNOVATE FINANCE: APPOINTMENT OF GUARANTOR**

The Committee considered a report of the Director of Innovation & Growth concerning the nomination of a Guarantor and Co-Chair to the Board of Innovate Finance.

RESOLVED: That Deputy Tom Sleigh be nominated as a Guarantor and Co-Chair of the Board of Guarantors for Innovate Finance, the appointment to come into effect once Alderman Russell steps down from this position in November 2019.

**15. US MARKET STRATEGY AND CAMPAIGN**

The Committee considered a report of the Director of Innovation & Growth presenting a new campaign and cross-City Corporation approach to the US market.

RESOLVED: That new campaign approach, as set out in the report, be approved, with the next steps for US engagement noted.

**16. JAPAN STRATEGY UPDATE**

The Committee considered a report of the Director of Innovation & Growth proposing updates to the City of London Corporation's Japan Strategy.

RESOLVED: That the updated Japan Strategy, including Workstreams and Delivery Channels, be approved as set out in Annex A.

**17. PREPARING FOR A DEAL AND A NO DEAL BREXIT IN FINANCIAL AND PROFESSIONAL SERVICES**

The Committee received a report of the Director of Innovation & Growth concerning preparations for Brexit in financial and professional services.

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

**18. DELEGATED AUTHORITY REQUEST: VACATION OF WALBROOK WHARF PROJECT**

The Committee considered a report of the City Surveyor which sought delegated authority in respect of a project to facilitate the vacation of Walbrook Wharf.

RESOLVED: That authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider a Gateway 5 report for the Walbrook Wharf decant project, including any potential scope changes and the final total project budget and constituent elements thereof.

**19. REVENUE OUTTURN 2018/19**

The Committee received a joint report of the Town Clerk, Chamberlain and Remembrancer presenting the revenue outturn for the services overseen by the Committee in 2018/19 with the final budget for the year.

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

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

The Committee considered a report of the Chamberlain updating on projects and activities that had received Policy Initiatives Funding and funding from the Committee's contingency or Brexit contingency funds.

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

**21. REVIEW OF OFFICER RECOMMENDATIONS TO THE PLANNING AND TRANSPORTATION COMMITTEE**

The Committee received a report of the Town Clerk which presented a summary of the key findings and recommendations arising from an independent review into officer recommendations made to the Planning and Transportation Committee in relation to the proposed delegation of the Richard Cledesley School planning application to the London Borough of Islington and to the application for the change of use of the Golden Lane Community Centre.

A Member spoke to emphasise the importance of transparency around the planning process and the need for absolute clarity when applications to be considered had been submitted by the City Corporation, suggesting that the implementation of a specific policy would be beneficial. Responding a Member, also Deputy Chairman of the Planning & Transportation Committee, advised that a new policy had been implemented recently whereby the names of all applicants were listed to provide transparency, including the City Corporation. He also noted that the crucial consideration for applications must always be the material planning grounds for the applications themselves, not the specific applicant.

RESOLVED: That the findings and recommendations of the investigation be noted.

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

There were no questions.

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

There were no urgent items.

**24. EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100A(4) 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 No.	Paragraph No.
25a - 28	3
31 - 34	1, 2, 3 & 4

**25. NON-PUBLIC MINUTES**

- a) The non-public minutes of the meeting of the Policy and Resources Committee held on 4 July 2019 were approved.
- b) The non-public minutes of the meeting of the Public Relations and Economic Development Sub-Committee held on 2 July 2019 were noted.
- c) The non-public minutes of the meeting of the Resource Allocation Sub-Committee held on 4 July 2019 were noted.
- d) The non-public minutes of the meeting of the Projects Sub-Committee held on 19 July 2019 were noted.
- e) The non-public minutes of the Hospitality Working Party meeting held on 16 July 2019 were noted.

**26. NON-PUBLIC APPENDIX: ITEM 13**

The non-public appendix to Item 13 was noted.

**27. COMMISSION POLICY FOR APPOINTING A LOCATION AGENCY TO MANAGE COMMERCIAL FILMING**

The Committee considered and approved a report of the Director of Communications concerning the appointment of a Location Agency to manage and grow commercial filming at City of London Corporation's buildings and open spaces.

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

The Committee received a report of the Town Clerk which set out those actions taken under delegated authority or urgency procedures since the last meeting.

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

**Resource Allocation Away Day:** In response to a query, it was advised that the notes of the July Away Day would be submitted to Policy & Resources alongside the notes from the forthcoming follow-up session. They would also be circulated to Sub-Committee Members in advance of this session.

**Party Conference Attendance:** In response to a query, it was advised that the annual report setting out the costs and outcomes of Party Conference attendance would include a cost / benefit analysis and explore ways in which costs might be reduced.

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

There were no urgent items.

**31. GOVERNANCE REVIEW - APPOINTMENT OF INDEPENDENT CONSULTANT**

The Committee considered and approved a report of the Town Clerk proposing the appointment of an independent individual to undertake a Governance Review.

**32. STAFFING MATTER**

The Committee considered and approved a report of the Town Clerk concerning a staffing matter.

**33. FRASER REVIEW 2019**

The Committee considered and approved a report of the Town Clerk concerning the Fraser Review.

**34. REVIEW OF OFFICER RECOMMENDATIONS TO THE PLANNING AND TRANSPORTATION COMMITTEE**

The Committee received an oral update from the Town Clerk in relation to a recent review.

**The meeting ended at 3.10 pm**

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Chairman

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