

**POLICY AND RESOURCES COMMITTEE**  
**Thursday, 30 April 2015**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 30 April 2015 at 1.45 pm

**Present**

**Members:**

Mark Boleat (Chairman)  
Jeremy Mayhew (Deputy Chairman)  
Deputy Catherine McGuinness (Deputy Chairman)  
Hugh Morris (Deputy Chairman)  
Deputy Douglas Barrow  
Alderman Charles Bowman  
Deputy Michael Cassidy (Ex-Officio Member)  
Roger Chadwick (Ex-Officio Member)  
Henry Colthurst  
Deputy Alex Deane  
Deputy Billy Dove (Ex-Officio Member)  
Simon Duckworth  
Alderman The Lord Mountevans  
Stuart Fraser  
Marianne Fredericks  
Deputy the Revd Stephen Haines (Ex-Officio Member)  
Alderman Sir David Howard  
Deputy Robert Howard (Ex-Officio Member)  
Wendy Hyde  
Vivienne Littlechild  
Edward Lord  
Deputy Joyce Nash  
Henry Pollard (Ex-Officio Member)  
Alderman Baroness Scotland (Ex-Officio Member)  
Sir Michael Snyder  
Deputy John Tomlinson  
Michael Welbank (Ex-Officio Member)  
Alderman Sir David Wootton

**Officers:**

John Barradell	Town Clerk and Chief Executive
Simon Murrells	Assistant Town Clerk
Peter Lisley	Assistant Town Clerk
Tony Halmos	Director of Public Relations
Liz Skelcher	Assistant Director of Economic Development
Claire Tunley	Town Clerk's Department
Alistair MacLellan	Town Clerk's Department
Peter Kane	Chamberlain
Caroline al-Beyerty	Financial Services Director
Michael Cogher	Comptroller and City Solicitor

Paul Double  
Nigel Lefton  
Peter Bennett  
William Chapman

City Remembrancer  
Remembrancer's Department  
City Surveyor  
Private Secretary and Chief of Staff to the  
Lord Mayor  
Department of the Built Environment

1. **APOLOGIES**

*Members agreed a motion put by the Chief Commoner to appoint Alderman Sir David Howard to the Chair until Item 4 – Election of Chairman – had been conducted.*

Apologies were received from Deputy John Bennett, Wendy Mead, Deputy Dr Giles Shilson, and George Gillon.

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

Deputy Catherine McGuinness declared an interest in Item 13 (AIMA 25<sup>th</sup> Anniversary) given her employer was a member of the Alternative Investment Management Association, and Wendy Hyde declared an interest in Item 17 (Bridewell Royal Hospital) given she was a recent member of the Board of Governors of King Edward's School Witley.

3. **ORDER OF THE COURT OF COMMON COUNCIL**

The Order of the Court of Common Council dated 23 April 2015 appointing the Committee and approving its terms of reference was tabled and noted.

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order 29. A list of members eligible to serve was read and Mark Boleat, being the only member expressing a willingness to serve, was duly appointed Chairman for the ensuing year, and took the Chair.

The Chairman took the opportunity to thank Deputy Doug Barrow for his work as Deputy Chairman, noting that he had performed excellently in the role. Deputy Barrow replied in appropriate terms.

He noted that he would be writing to Deputy Ken Ayers, Deputy John Barker and Stephen Quilter to thank them for their work on the Committee.

The Chairman welcomed Deputy Stephen Haines and Henry Colthurst to their first meeting, and noted that Deputy Billy Dove was attending in his new capacity as Chief Commoner.

The Chairman concluded by informing the Committee that the annual Policy Committee Dinner would be held on 15 July 2015 and would likely feature high level representation from the European Commission.

5. **ELECTION OF DEPUTY CHAIRMEN**

The Committee proceeded to elect three Deputy Chairman in accordance with Standing Order 30. Jeremy Mayhew, Deputy Catherine McGuinness and Hugh Morris, being the only three members expressing a willingness to serve, were duly elected Deputy Chairmen for the ensuing year.

6. **MINUTES**

6.1 The public minutes of the meeting held on 26 March 2015 be approved as a correct record.

6.2 The draft public minutes of the Projects Sub Committee held on 25 March 2015 were noted.

6.3 The draft public minutes of the Resource Allocation Sub Committee meeting held on 26 March 2015 were noted.

6.4 The draft public minutes of the Members Privileges Sub Committee meeting held on 26 March 2015 were noted.

7. **APPOINTMENT OF SUB-COMMITTEES, WORKING PARTIES AND REPRESENTATIVES ON OTHER COMMITTEES**

The Committee considered a report of the Town Clerk concerning the appointment of the Committee's sub-committees, working parties and representatives on other Committees.

Once the appointments had been made and ballots concluded, the Chairman made reference to the various voting systems used across the City of London Corporation, including committee appointments made at the Court of Common Council. He remarked that the voting system made it possible for some candidates to be elected with as little as 30% of the overall vote. Members agreed that the Town Clerk be requested to submit a report to the Committee on the various voting systems utilised in elections to and by committees.

The Chairman suggested that the Finance Committee consider the composition of its Corporate Asset Sub Committee, as it had not always been easy to find members of the Policy Committee to serve, and that there seemed no obvious reason why a Policy Committee representative was needed.

**RESOLVED**, that

1. The Town Clerk submit a report on internal voting systems employed by the City of London Corporation.
2. That the Policy and Resources continue to meet on a monthly basis for the ensuing year.
3. The composition and terms of reference of the sub committees and working parties of the Policy and Resources Committee for the ensuing year be approved, with appointments as follows:

### **Members' Privileges Sub Committee**

#### **Composition**

Chief Commoner (Chairman)

Immediate Past Chief Commoner\*

Chairman and Deputy Chairman of the House Committee of the Guildhall Club (ex-officio)

Chairman and a Deputy Chairman of the Grand Committee

Up to 6 members appointed by the Court of Common Council

\*for part of the year and then the Chief Commoner Designate for the remainder of the year (elected in October each year).

### **Projects Sub Committee**

#### **Composition**

4 Members appointed by the Policy and Resources Committee, namely

Deputy Sir Michael Snyder (also appointed Chairman, Projects Sub)

Deputy Michael Welbank

Hugh Morris

Henry Colthurst

2 Members appointed by the Finance Committee

Up to 4 Members co-opted from the Court of Common Council with relevant experience.

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

#### **Composition**

Chairman and Deputy Chairmen of the Policy and Resources Committee

Past Chairmen of the Policy and Resources Committee, still on the Committee

Chairman of the Finance Committee

5 Members of the Policy and Resources Committee, elected by the Committee, namely,

Edward Lord

Alderman Sir David Wootton

Wendy Hyde

Deputy Doug Barrow

*1 vacancy deferred to a future meeting*

4 Members of the Court of Common Council, co-opted by the Sub Committee.

### **Resource Allocation Sub Committee**

#### **Composition (*the Constitution has been agreed by the Court of Common Council*)**

Chairman of the Policy and Resources Committee (Chairman)

Chairman of the Finance Committee (Deputy Chairman)

The Deputy Chairmen of the Policy and Resources Committee

The Deputy Chairman of the Finance Committee

Chairman of the General Purposes Committee of the Court of Aldermen  
The Senior Alderman below the Chair  
The Chairman of the Establishment Committee  
Past Chairmen of Policy and Resources Committee providing that they are  
Members of the Committee at the time.  
Together with 6 Members of the Policy and Resources Committee. There  
being more than six expressions of interest, a ballot was conducted. The  
following members were appointed.

Deputy Joyce Nash  
Deputy John Tomlinson  
Edward Lord  
George Gillon  
Deputy Dr Giles Shilson  
Marianne Fredericks

### **Cultural Hub Working Party** **Composition**

- The Chairman or his/her representative and four Members nominated by the Policy & Resources Committee. There being more than four expressions of interest, a ballot was conducted. The following members were appointed.

Jeremy Mayhew  
Deputy Alastair Moss  
Deputy Catherine McGuinness  
Jeremy Simons

The Chairman or his/her representative from the following committees/boards:-

- the Board of Governors of the Museum of London
- the Barbican Centre Board
- the Board of Governors of the Guildhall School of Music and Drama
- the Culture, Heritage and Libraries Committee
- the Planning and Transportation Committee
- the Barbican Residential Committee

The following senior officers: -

- Town Clerk
- Managing Director, Barbican Centre
- Director of the Built Environment
- Director of Community and Children Services
- Director of Culture, Heritage and Libraries
- Director, Museum of London
- City Surveyor

### **Hospitality Working Party**

#### **Composition**

Chief Commoner (Chairman)  
Immediate past Chief Commoner  
Chairman and a Deputy Chairman of the Policy and Resources Committee  
Chairman and Deputy Chairman of the Finance Committee  
Chairman of the General Purposes Committee of the Court of Aldermen  
Senior Alderman Below the Chair  
Together with 4 Members to be appointed by the Court of Common Council  
The Remembrancer

*\*For part of the year and then the Chief Commoner Designate for the remainder of the year (elected in October each year)*

### **Outside Bodies Working Party**

#### **Composition**

Mark Boleat, Chairman  
Catherine McGuinness, Deputy Chairman  
John Barker  
John Bennett  
Henry Colthurst  
Billy Dove  
Simon Duckworth  
Christopher Hayward  
Tom Hoffman  
Edward Lord  
Alderman Julian Malins  
Richard Regan  
Jeremy Simons  
James Tumbridge

### **Representatives for Consultation with the Court of Aldermen and Representatives of the Finance Committee on Mayoralty and Shrievalty**

#### **Allowances**

#### **Composition**

Chairman of the Policy and Resources Committee  
The Chief Commoner  
Together with one further representative from this Committee. There being more than one expression of interest, a ballot was conducted. The following member was elected.

Deputy Doug Barrow

### **Representations on Other City Corporation Committees**

The appointment of one Member on the following:-

- i) **Audit and Risk Management** – 1 vacancy deferred.
- ii) **Corporate Asset Sub-Committee** – Deputy John Tomlinson

- iii) **Barbican Centre Board** – Deputy Michael Welbank
- iv) **Education Board** – there being more than one expression of interest, a ballot was conducted. The following member was elected.  
  
Christopher Hayward
- v) **Local Development Framework Reference Sub (Planning) Committee** – *1 vacancy deferred.*

### **Investment Committee**

#### **Composition**

14 Members elected by the Court

8 Members to be appointed by this Committee from all the Court, namely

Dhruv Patel  
Deputy Alastair Moss  
Nicholas Bensted-Smith  
Tom Sleigh  
Christopher Boden  
*3 vacancies deferred*

Together with the Chairmen and Deputy Chairmen of the Policy and Resources and Finance Committees (ex-officio)

## 8. **TOWN CLERK'S BUSINESS PLAN**

The Committee considered a report of the Town Clerk on the Town Clerk's Business Plan for 2015-18. The Town Clerk noted that two additions had been made to its Organisational and Departmental Development section, namely the two actions regarding health, safety and wellbeing; and equalities and inclusion.

Members discussed the report and agreed that the plan should have more emphasis on the quality of report writing across the organisation, and additional detail on staff numbers as well as costs. Moreover volunteering activity should be explicitly referred to and the section on housing should refer to 'housing' rather than affordable housing alone.

A member noted that the Establishment Committee had considered the report at its meeting on 29 April and that it would be considering aspects of the Plan once more later in 2015.

**RESOLVED**, that subject to Members' comments, the Town Clerk's Business Plan 2015-18 be approved.

## 9. **CHEAPSIDE BUSINESS IMPROVEMENT DISTRICT**

The Town Clerk noted that a report of the City Surveyor on the Cheapside Business Improvement District had been withdrawn.

10. **MARCHÉ INTERNATIONAL DES PROFESSIONNELS D'IMMOBILIER**

The Committee considered a report of the City Surveyor on the MIPIM property conference 2015. The Chairman commented that he had found it a useful use of members' and officers' time, with excellent opportunities for networking, and to showcase the City.

**RESOLVED**, that

- The report be noted.
- Subject to the decisions of the Planning and Transportation Committee and Property Investment Board, the City of London Corporation should attend MIPIM 2016 with a total budget not exceeding £87,500.

*Simon Duckworth arrived at this point of the meeting.*

11. **BARBICAN AND GOLDEN LANE AREA ENHANCEMENT STRATEGY**

The Committee considered a report of the Director of the Built Environment on the Barbican and Golden Lane Area Enhancement Strategy: Draft Area Strategy Consultation. Members commented that the consultation exercise should include environmental issues such as air quality, and that given the importance of the emerging Cultural Hub the scope of consultation should be wider than the local community and local stakeholders alone.

**RESOLVED**, that

- The Draft Barbican and Golden Lane Area Enhancement Strategy be approved for consultation.
- Authority be delegated to the Town Clerk to approve, in consultation with the Chairman and Deputy Chairman of the Planning and Transportation Committee, details of the display of promotional materials to be used in the consultation.

12. **CONTINUED MEMBERSHIP OF CROSS RIVER PARTNERSHIP 2015-2018**

The Committee considered a report of the Director of Economic Development on continued membership of the Cross River Partnership (CRP) 2015-18.

**RESOLVED**, that

- The continued achievements and benefits to the City Corporation of membership of CRP be noted.
- Continued membership of CRP be approved at a total cost of £30,000, comprising three annual contributions of £10,000 in financial years 2015/16, 2016/17 and 2017/18 met from the budget of the Economic Development Office (EDO) and subject to annual reviews conducted by EDO at the end of 2015/16 and 2016/17.



- Authority be delegated to the Director of Economic Development to approve the annual contributions for 2016/17 and 2017/18 subject to there being no major change in CRP policy. The Director of Economic Development to report back to the Committee in the event of any major change in CRP policy or performance.

**13. ALTERNATIVE INVESTMENT MANAGEMENT ASSOCIATION 25TH ANNIVERSARY**

The Committee considered a report of the Director of Public Relations on the Alternative Investment Management Association (AIMA) 25<sup>th</sup> Anniversary.

**RESOLVED**, that

- The City of London Corporation host the 2015 AIMA Annual Conference and 25<sup>th</sup> Anniversary Dinner, covering the cost of £15,025 for the use of the Livery Hall and Crypts on 23 September 2015 and the Livery Hall, Crypts, Print Room and Old Library on 24 September 2015, with the cost being met from the Committee's Policy Initiatives Fund 2015/16, categorised under *Events* and charged to City's Cash.

**14. POLICY INITIATIVES AND COMMITTEE CONTINGENCY**

**14.1 Annual Report of the Town Clerk.**

The Committee considered the Town Clerk's Policy Initiatives and Committee Contingency annual report. A member remarked that some projects outlined within the report required funding over several years: this meant that when entering a new financial year the Committee was presented immediately with spending constraints imposed by decisions made in previous years. These arguably undermined its ability to act swiftly when unforeseen expenditure was required, a key aim of the Policy Initiatives and Committee Contingency funds. The Member suggested that such projects should instead be factored into base budget adjustments.

In reply the Financial Services Director noted that the constraints faced by both the Committee Contingency and Policy Initiatives Fund were the subject of a review being conducted by the Chamberlain and Directors of Public Relations and Economic Development. Once the review was concluded a report would be submitted to members of the Committee.

**RESOLVED**, that

- The contents of the report be noted and a similar report be submitted to the Committee on an annual basis.

**14.2 Policy Initiatives Fund and Committee Contingency - Report of the Chamberlain**

The Committee received a report of the Chamberlain on the Policy Initiatives Fund and Committee Contingency.

**RECEIVED**

**15. WORK TO SUPPORT TRANSITION FROM EDUCATION TO EMPLOYMENT - UPDATE**

The Committee considered a joint report of the Director of Economic Development and the Director of Community and Children's Services on City of London Corporation activities that were designed to support an effective transition from education to employment.

A member noted that the report had been considered by the Education Board at its meeting on 23 April 2015, and given the impending review of the Education Strategy it would be useful for the Committee to clarify the role of the Education Board with regards to employability work. The Chairman replied that the role of the Board was limited to the City Corporation's employability initiatives from within the education context – the employability initiatives generally remained the responsibility of the Committee. He concluded by noting that the various employability initiatives undertaken by the City Corporation were arguably diffuse, and that he understood that work was being undertaken by officers to evaluate which areas of activity were producing the most effective outcomes.

**RECEIVED**

**16. REMEMBRANCER'S OFFICE RISK REVIEW**

The Committee considered a report of the Remembrancer on the Remembrancer's Office Risk Review.

**RECEIVED**

**17. BRIDEWELL ROYAL HOSPITAL - CONSTITUTIONAL CHANGES**

The Committee considered a report of the Town Clerk on constitutional changes proposed by Bridewell Royal Hospital, namely a reduction in City Corporation-appointed governors from 12 to 7 members. The Chairman commented that, in his view, a new body of 20-30 persons proposed by the Royal Hospital was too large to carry out its task effectively, and an issue remained with the number of governors the City Corporation was being asked to nominate given the recent difficulty in recruiting from among the membership of the Court of Common Council. A member agreed, noting that it was important that any governors appointed to any governing body should have the requisite skills, rather than being appointed due to a need to make up numbers. Members requested the Town Clerk to respond to Bridewell Royal Hospital, noting the proposed changes and making clear that in future years the City Corporation may choose to appoint fewer City Corporation governors that were outlined in the proposed constitution.

**RESOLVED**, that

- The proposed changes to the constitution of Bridewell Royal Hospital be noted.
- The Town Clerk respond to Bridewell Royal Hospital giving notice that future City of London Corporation governor numbers may be less than those currently appointed.

**18. PUBLIC RELATIONS OFFICE ACTIVITIES REPORT**

The Committee received a report of the Director of Public Relations on recent Public Relations Office activities.

**RECEIVED**

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

The Committee received a report of the Town Clerk outlining decision made under urgency or delegated authority procedure since the last meeting, namely the decision to approve funding for three events held under the aegis of extended contact programme and topical issues programme. These were an Association of Chief Executives of Voluntary Organisations (ACEVO) Commission of the Role of Charities and Social Enterprises in Public Services; a City of London/British Postal Museum Seminar on the role of women in the postal service during the First World War; and a Populus General Election Briefing Breakfast event held on 26 March 2015.

**RECEIVED**

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

*Jeremy Mayhew took the Chair to allow the Chairman to leave the Committee meeting briefly.*

**External Supplier Contracts and the London Living Wage**

In response to a question from a member regarding a recent demonstration over the provision of the London Living Wage to staff on contracts with external suppliers to the City of London Corporation, the Chamberlain replied that a report would be submitted to both the Policy and Resources Committee and the Finance Committee outlining proposals to ensure that the London Living Wage was applied consistently across all of the City Corporation's suppliers.

*The Chairman returned and took the Chair.*

**Garden Bridge**

In response to concerns expressed by a member that the City of London Corporation had been described in the press as considering providing funding

for the planned Garden Bridge development, the Chairman replied that it was not the policy of the City of London Corporation to provide financial support for the construction or maintenance of the Garden Bridge. However, any application for a grant from The City Bridge Trust would be considered in the usual way.

21. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
**Policy Chairman's Visit to the United States 20-22 April 2015**

The Chairman provided a verbal update on his recent visit to New York and Washington. He remarked that he had attended a useful set of meetings with a variety of US politicians and representatives of business. He added that the subject of the European Union came up consistently, with surprise from those he had met that UK exit from the European Union was regarded as a possibility, and similarly the potential for Scotland to consider leaving in United Kingdom. There was concern over the perceived anti-business measures being suggested by UK political parties in the run up to the May General Election, with the view expressed that the UK could 'accidentally' become less attractive to investors. As an aside, the Policy Chairman referenced a bank's recent decision to locate 500 jobs in Poland rather than the UK. The Chairman noted that there was concern over the level of regulation in the UK, and over the progress of the proposed Transatlantic Trade and Investment partnership (TTIP) compared to the Transpacific Partnership (TPP). Lastly, he noted a keen interest from US observers in the outcome of the upcoming UK General Election.

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 I of Schedule 12A of the Local Government Act.

23. **NON-PUBLIC MINUTES**

23.1 The non-public minutes of the meeting held on 26 March 2015 were agreed as a correct record.

23.2 The non-public minutes of the meeting of the Projects Sub Committee meeting held on 25 March 2015 were noted.

23.3 The draft non-public minutes of the Resource Allocation Sub Committee meeting held on 26 March 2015 were noted.

24. **LONDON DRUG AND ALCOHOL POLICY FORUM**

The Committee considered a report of the Town Clerk on the London Drug and Alcohol Policy Forum.

**25. PROCUREMENT - SUPPLIER FOR CENTRAL LONDON FORWARD WORKING CAPITAL SERVICE**

The Committee received a report of the Director of Economic Development on a supplier for Central London Forward Working Capital Service.

**RECEIVED**

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

The Committee received a report and verbal update of the Town Clerk on decision taken under delegated authority or urgency procedure since the last meeting.

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

There were no non-public questions.

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

There was no non-public business that the Chairman considered urgent.

**The meeting ended at 2.53 pm**

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Chairman

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