

POLICY AND RESOURCES COMMITTEE

Thursday, 19 May 2016

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 19 May 2016 at 1.45 pm

Present

Members:

Deputy Douglas Barrow
Alderman Sir Michael Bear
Mark Boleat
Alderman and Sheriff Bowman
Roger Chadwick (Ex-Officio Member)
Henry Colthurst
Deputy Alex Deane
Simon Duckworth
Stuart Fraser
Marianne Fredericks
George Gillon
Deputy Revd Stephen Haines (Ex-officio Member)
Christopher Hayward (Ex-officio Member)
Wendy Hyde
Vivienne Littlechild (Ex-officio Member)
Edward Lord
Jeremy Mayhew
Deputy Catherine McGuinness
Andrew McMurtrie (Ex-officio Member)
Wendy Mead
Hugh Morris
Deputy Joyce Nash
Alderman Andrew Parmley
Dhruv Patel (Ex-Officio Member)
Deputy Dr Giles Shilson
Deputy John Tomlinson
Tom Sleigh
Alderman Sir David Wootton (In the Chair)

In Attendance:

Keith Bottomley
Jeremy Simons

Officers:

John Barradell	Town Clerk and Chief Executive
Peter Kane	Chamberlain
Michael Cogher	Comptroller and City Solicitor
Peter Bennett	City Surveyor
Peter Young	Surveyor's Department
Paul Double	Remembrancer
William Chapman	Private Secretary and Chief of Staff to the

Sir Nicholas Kenyon	Lord Mayor
Caroline Al-Beyerty	Manager of the Barbican Centre
Damian Nussbaum	Financial Services Director
Bob Roberts	Director of Economic Development
Simon Murrells	Director of Communications
Peter Lisley	Assistant Town Clerk
Richard Jeffrey	Assistant Town Clerk
Nigel Lefton	Comptroller and City Solicitor's Department
Angela Roach	Remembrancer's Department Principal Committee and Members Services Manager

1. **APOLOGIES**

Apologies for absence were received from John Bennett and Sir Michael Snyder.

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

There were no declarations.

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

The Order of the Court of Common Council of 21st April 2016 appointing the Committee and approving its terms of reference was noted.

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order No. 29. A list of Members eligible to stand was read and Mark Boleat being the only Member expressing willingness to serve was duly elected Chairman for the ensuing year and took the Chair.

On being elected, the Chairman thanked the Committee for its support.

The Chairman welcomed Christopher Hayward and Tom Sleight to their first meeting of the Committee. He also thanked Jeremy Simons for his contribution to the work of the Committee.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Principal Committee and Members Services Manager was heard and acknowledged concerns about the process for the election of the Deputy Chairmen prior to the meeting. She explained that the two stage election process agreed by the Committee in 2013 did not accord with Standing Order No. 30 and that this had caused some confusion. In order to achieve the Committee's agreed process and address the anomaly with Standing Orders, the approval of the Court of Common Council had been sought under the urgency procedures to amend Standing Order No.30 to take account of the two stage process.

Several Members expressed their disappointment in the way in which the ambiguity had been addressed. A Member referred to the wording of the amended standing order and questioned whether referring to the “final” year of the Chairman was appropriate given that the Chairman was elected on an annual basis. The Committee also acknowledged that, whilst there was merit in electing a “Chairman in-waiting”, there was no guarantee that the Deputy Chairman holding that position would go on to become Chairman. The Chairman concluded discussion by suggesting that a review of the appointment of the three Deputy Chairmen be undertaken towards the end of the year. This was supported by Members.

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. Catherine McGuinness and Hugh Morris expressed an interest in serving. A vote was cast and it was:-

RESOLVED – that:-

1. Deputy Catherine McGuinness be elected as the Committee’s Deputy Chairman “Chairman in-waiting” and that it be noted that the remaining two Deputy Chairmen would be elected at the next meeting of the Committee; and
2. the Town Clerk be requested to undertake a review of the appointment of the three Deputy Chairmen and report back to the Committee towards the end of the year.

6. **MINUTES**

- 6a. The public minutes of the meeting held on 14 April 2016 were approved.

Increasing Diversity in the Court of Common Council

The Committee received an update on the actions it had agreed to assist with its desires to increase diversity in the Court. It was noted that a draft electronic welcome pack had been produced and would be considered by the informal Member-level Diversity Group on 6th June; the early evening briefing session with employee networks was likely to take place in October and that the shortened version of the Guide to becoming a Common Councilman would be circulated to all Members together with the electronic welcome pack once it had been approved. The Town Clerk referred to the possibility of engaging an external person to add perspective to the Committee’s endeavours. He advised that discussions had taken place with the Chief Executive of a County Council and arrangements would be made for a meeting to take place with that Chief Executive and the informal Diversity Group.

A Member referred to the timing of the briefing session with the employee networks and noted that one of the criteria for being eligible to be a candidate was to be on the register of voters for City. He questioned whether holding the event in October was sufficiently in advance of the deadline for registration. The Town clerk undertook to look into the matter.

6b. The public minutes of the Projects Sub-Committee meeting held on 13 April 2016 were noted.

7. CHAIRMAN OF FINANCE COMMITTEE'S DISCRETIONARY FUND

The Committee considered a resolution of the Finance Committee which sought further information from the Committee on its decision to withdraw the Finance Committee's Chairman's Discretionary Fund.

Members were reminded that the decision to dispense with the Fund followed a recommendation of the Resource Allocation Sub-Committee. It felt that given the City Corporation's new grant giving regime and that, going forward, the Finance Committee would have an oversight role only, the fund was no longer necessary. A Member also recalled that the appropriateness of having a fund that was dispensed by one person was also questioned.

Reference was made to the need for a mechanism to be established for capturing grant giving to worthy causes which might fall outside the agreed grant themes.

RESOLVED – That Finance Committee's attention be drawn to the reasons for dispensing with the Chairman's Discretionary Fund as set out above.

8. 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.

The Chairman referred to the composition of the Public Relations and Economic Development Sub-Committee and advised that one of the observations of the recent review of promoting the City was the benefits external contribution could bring to some areas of the City Corporation's work. He suggested that the Sub-Committee's composition therefore be amended to include the co-option of up to two external people. Whilst Members supported this it was felt that it should be made clear that the positions would have no voting rights.

Reference was also made to the Corporate Asset Sub-Committee and whether it was necessary for three Members of the Policy and Resources Committee to serve on it.

RESOLVED - That the following be approved:-

1. the appointment, composition and terms of reference of the sub-committees and working parties for the ensuing year as follows:-

a) **Members' Privileges Sub-Committee**
Chief Commoner (Chairman)

Immediate past Chief Commoner *
Chairman and Deputy Chairman of the House Committee of Guildhall Club (Ex-officio)
Chairman and Deputy Chairman of the Grand Committee
Up to six Members appointed by the Court of Common Council for specific terms

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

b) **Outside Bodies Sub-Committee**

the Chairman and one Deputy Chairman of the Policy and Resources Committee;
three Members appointed by the Court of Common Council; and
one Alderman, appointed by the General Purposes Committee of Alderman
three Members appointed by the Policy and Resources Committee (but not necessarily Members of the Policy and Resources Committee) as follows:-

Simon Duckworth
Edward Lord
Jeremy Mayhew

c) **Projects Sub-Committee**

four Members of the Policy and Resources Committee appointed as follows:-

Sir Michael Snyder
Marianne Fredericks
Hugh Morris
Jeremy Mayhew

two Members appointed by the Finance Committee
together with up to four Members co-opted from the Court of Common Council by the Sub-Committee

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

The Chairman and Deputy Chairmen of the Policy and Resources Committee
The Chairman of the Finance Committee
Past Chairmen of the Policy and Resources Committee (providing they are members on the Grand Committee)
five Members of the Policy and Resources Committee appointed as follows:-

Doug Barrow
Wendy Hyde
Edward Lord
Tom Sleigh
Alderman Sir David Wootton

Together with co-option by the Sub-Committee of up to four Members from the Court of Common Council and up to two external people (the latter should have no voting rights).

e) **Resource Allocation Sub-Committee**

Chairman of the Policy and Resources Committee (Chairman)
Chairman of the Finance Committee (Deputy Chairman)
Deputy Chairmen of the Policy and Resources Committee
Past Chairmen of Policy and Resources Committee (providing that they are Members of the Committee at the time)
Chairman of the General Purposes Committee of the Court of Aldermen
The Senior Alderman below the Chair
The Deputy Chairman of the Finance Committee
The Chairman of the Establishment Committee
Together with:-
Henry Colthurst
Simon Duckworth
Hugh Morris
Joyce Nash
Giles Shilson
John Tomlinson

f) **Ceremonial Working Party**

Chairman of the Policy & Resources Committee
A Deputy Chairman of the Policy & Resources Committee (Catherine McGuinness)
Chief Commoner
Two Aldermen, nominated by the Chairman of the General Purposes Committee of Aldermen (Alderman Sir David Wootton and Alderman Tim Hailes)
Three Members appointed by the Policy and Resources Committee (Roger Chadwick, Simon Duckworth and Edward Lord)
Two Members with over ten years' service, appointed by the Court of Common Council (Wendy Mead and Joyce Nash)
Two Members with under ten years' service, appointed by the Court of Common Council (Henry Colthurst and Giles Shilson)
The Remembrancer
Town Clerk

g) **Cultural Hub Working Party**

The Chairman or his/her representative
four Members nominated by the Policy & Resources Committee as follows:-

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

h) **Hospitality Working Party**

Chief Commoner (Chairman)

Immediate past Chief Commoner*

Chairman and 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

four Members to be appointed by the Court of Common Council for specific terms

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

2. Sir Michael Snyder be appointed Chairman of the Projects Sub-Committee with the Deputy Chairman being appointed by the Sub-Committee.

3. **Investment Committee**

8 Members be appointed to serve on the Investment Committee as follows:-

Christopher Boden
 James De Sausmarez
 Peter Hewitt
 Ann Holmes
 Edward Lord
 Alistair Moss
 Dhruv Patel
 Tom Sleigh

4. one Member be appointed to represent the Committee on each of the following:-

Barbican Centre Board – Stuart Fraser

Education Board – Christopher Hayward

Freedom Applications Committee – Simon Duckworth

Local Development Framework Reference Sub (Planning) Committee
– Dhruv Patel

the vacancy on the **Audit and Risk Management Committee** to be filled at the next meeting of the Committee.

5. Edward Lord be appointed to represent the Committee on the Corporate Asset Sub-Committee and the two remaining vacancies on the Sub-Committee be filled at the next meeting of the Committee.
6. the following representatives be appointed for informal consultation with the Court of Aldermen and the Finance Committee on Mayoralty and Shrievalty Allowances:-

Chairman of Policy & Resources Committee
Chief Commoner
Henry Colthurst

7. the current frequency of meetings of the Committee be endorsed.

9. **CENTRL CRIMINAL COURT REPORTING LINES**

The Committee considered a report of the Deputy Town Clerk concerning the reporting arrangements for the Central Criminal Court and a proposal to create a new Committee for a period of five years to oversee its work.

The Committee noted the proposal had been considered by both the Finance Committee and the General Purposes Committee of the Court of Aldermen. In view of the limited lifespan of the need for oversight of the Central Criminal Court's work, the Finance Committee had recommended that consideration be given to the it being overseen by a sub-committee of either this Committee or the Finance Committee rather than creating a new Committee. The General Purposes Committee was content with this and also with the composition of the new body, subject to the Recorder and any Sheriff who was not a Member of the Court of Common Council, not having voting rights.

RESOLVED – That a Central Criminal Court Sub-Committee of the Policy and Resources Committee be created for a period of five years to oversee the work of that Court and that its terms of reference and composition be as follows:-

Composition

Two Aldermen nominated by the Court of Aldermen;
Two Members appointed by the Court of Common Council.

One Member appointed by the Policy and Resources Committee;
One Member appointed by the Finance Committee;
the Recorder and Sheriffs at the Central Criminal Court (Ex-officio), with the Recorder and any Sheriff who was not a Member of the Court of Common Council, not having voting rights;

Terms of Reference

For a period of five years, from June 2016 to April 2021, to be responsible for oversight of the management of all matters relating to the Central Criminal Court; there would be no change to the role of the Court of Aldermen in relation to the appointment of the Secondary and Under Sheriff. All matters in relation to the activities and operation of the Shrievalty would be excluded.

10. CITY EDUCATIONAL TRUST FUND AND THE CITY OF LONDON CORPORATION COMBINED EDUCATION CHARITY

The Committee considered a report of the Town Clerk concerning the management of City Educational Trust and the City of London Corporation Combined Education Charity; the Education Board being responsible for the charities (to managed via a new Sub-Committee of the Board); and to the terms of reference of both the Education Board and the Community and Children's Services Committee being amended to reflect the change.

It was suggested that the number of representatives from the Education Board and the Community and Children's Services Committee on the proposed Education Charity Sub-Committee be increased from three to four. Members supported this suggestion.

RESOLVED- That:-

1. that subject to the approval of the Court of Common Council, the terms of reference of both the Education Board and Community and Children's Services Committee be amended as set out in the appendix to the report;
2. the number of representatives from the Education Board and the Community and Children's Services Committee on the proposed Education Charity Sub-Committee be increased from three to four; and
3. the approval of any further amendments deemed necessary prior to submission to the Court be delegated to the Town Clerk, in consultation with the Chairmen and Deputy Chairmen.

11. NOMINATIONS TO LONDON COUNCILS COMMITTEES

The Committee considered a report of the Town Clerk regarding the nominations to London Councils.

A Member advised that London Councils also convened regular meetings of the Chairmen of the Health and Wellbeing Boards and questioned whether it too ought to be included in the list of nominations. The Town Clerk undertook to look into the status of those meetings. Reference was made to the nomination of lead members and it was suggested that Chairmen should have the ability to nominate a substitute to attend meetings in their absence.

RESOLVED – That the overriding principle of nominating the Chairman for the time being of the most relevant Committee to serve on London Councils committees and to act as lead Member for a particular area of work be approved as follows:-

Leaders' Committee - Chairman of the Policy & Resources Committee with a Deputy Chairman as named deputy;

Associated Joint Committee (London Councils Transport and Environment Committee) – Chairman of the Planning and Transportation Committee, with the Chairman of Port Health and Environment Committee and the Deputy Chairmen of both these committees serving as the named deputies.

Associated Joint Committee (London Councils Grants Committee) - Chairman of the City Bridge Trust Committee, with the Deputy Chairman as named deputy.

Pensions CIV (Common Investment Vehicle) Sectoral Joint Committee – Chairman of the Policy and Resources Committee and the Chairman of the Financial Investment Board as the Deputy.

Lead Member for Children and Young People - Chairman of the Community & Children's Services Committee.

Lead Member for Employment and Skills – Chairman of the Policy and Resources Committee

Lead Member for Crime and Public Protection - Chairman of the Police Committee.

Lead Member for Culture and Tourism – Chairman of the Culture, Heritage and Libraries Committee.

Lead Member for Economic Development and Regeneration - Chairman of the Policy & Resources Committee.

Lead Member for Housing - Chairman of the Community & Children's Services Committee.

Lead Member for Health and Adult Services - Chairman of the Community & Children's Services Committee.

Lead Member for Planning – Chairman of the Planning and Transportation Committee.

12. **CULTURAL HUB IDENTITY, MARKETING AND COMMUNICATIONS STRATEGY**

The Committee considered a report of the Town Clerk concerning the funding of an identity, marketing and communications strategy as part of the development of the City of London's Cultural Hub.

RESOLVED – That:-

1. approval be given to the provision of up to £100,000 from City Fund Reserves towards an identity, marketing and communications strategy for the Cultural Hub Programme; and
2. it be noted that a paper would be prepared for the next meeting outlining various tasks/initiatives to be undertaken as part of the Cultural Hub Programme and requesting an allocation of funds to move these forward.

13. REMEMBRANCER'S OFFICE BUSINESS PLAN

The Committee considered the Remembrancer's Business Plan for 2016-2019.

RESOLVED – That the Remembrancer's Office Business Plan for 2016-2019 be approved.

14. PROJECT FUNDING UPDATE

The Committee considered a report of the Chamberlain concerning the allocation of funding for new schemes in 2019/20 and the funding of three projects, namely, works to the Minorities car park, the replacement of street lighting equipment and the refurbishment of Golden Lane Estate playground.

RESOLVED – that:-

1. It be noted that the unallocated balance of £2.192m from the 2015/16 City's Cash provision for new schemes had been retained centrally to partially offset the one-off additional funding provided from central reserves for two critical IT upgrade projects;
2. a total of £6m to be set aside in 2019/20 to provide for new schemes (£3m each for City Fund and City's Cash);
3. approval be given to the allocation of funds totalling £4.524m from the On Street Parking Reserve as follows:-
 - a. £454k to meet the cost of urgent works and additional surveys to mitigate structural defects to the Minorities car park, subject to requisite approvals by other committees; and
 - b. £4.070m to replace existing street lighting equipment with LED lights and a new wireless central management system, subject to further development of the solution including widening of the scope to include links to 'Smart City' initiatives in advance of authority to start work.
4. an estimated £216.5k of S106 funding received from the Fann Street Development be allocated towards the cost of refurbishing the Golden Lane Estate playground; and

5. it be note that further phases of the Barbican Highwalks scheme may need to be deferred as a result of prioritising on street parking reserve funds to the street lighting scheme.

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

The Committee considered a report of the City Surveyor on the City Corporation's activities at the MIPIM property exhibition in March 2016.

RESOLVED – That:-

1. the content of the report be noted and in particular the additional cost of attending MIPIM in 2016; and
2. subject to the concurrence of the Planning and Transportation Committee and the Property Investment Board, approval be given to attendance at MIPIM 2017 with a total budget not exceeding £95,000.

16. **THINK TANK MEMBERSHIP 2016/17**

The Committee considered a report of the Director of Economic Development concerning the City Corporations membership of think tanks and to the renewal of its membership of Chatham House and the New Local Government Network.

A Member referred to the City Corporation's relationship with those think tanks for which there was no formal relationship and the importance of including them in future reports to fully reflect the level of the City Corporation's engagement.

It was noted that a comprehensive review of the City Corporation's engagement with and membership of think tanks would be considered submitted towards the end of the year.

RESOLVED – That:-

1. the City Corporation renew its membership of Chatham House (£13,750) and New Local Government Network (£12,000) for 2016/17 and that the total cost of **£25,750** be met from the 2016/17 Policy Initiatives Fund, categorised under the Events and charged to City's Cash; and
2. it be noted a review of how the City Corporation engages with think tanks was being undertaken the outcome of which would be reported to towards the end of the year.

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

The Committee considered a statement of the Chamberlain on the use of the regarding the Policy Initiatives Fund and Committee's Contingency for 2016/17.

RESOLVED – That the content of the statement be noted.

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

The Committee received a report of the Town Clerk reporting action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman since the last meeting of the Committee.

RESOLVED – That it be noted that approval was given to the provision of £15,000 for the sponsorship and membership package for a British American Business Conference being held in London on 11-12 May.

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

There were no questions.

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

The following item of urgent business was considered:-

City of London Franchise Arrangements

The Chairman referred to the discussion which had taken place at the last meeting of the Court of Common Council concerning the electoral registration of those using shared office space in the City. He confirmed that he had asked officers to explore the potential steps that could be taken to address this issue as agreed and suggested that a reference group of Members be set up to contribute to this work.

A number of Members expressed an interest in being part of the Group. The Chairman suggested that, given the high level of interest, the matter should be drawn to the attention of the wider body of the Court. Members supported this.

21. **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.

Item Nos.	Paragraph(s) in Schedule 12A
22 - 24	3

Part 2 – Non-Public Agenda

22. **NON-PUBLIC MINUTES**

22a. The non-public minutes of the meeting held on 14 April 2016 were approved.

- 22b. The non-public minutes of the Projects Sub-Committee meeting held on 13 April 2016 were noted following a query relating to 53 New Broad Street.
- 22c. The non-public minutes of the Ceremonial Working Party meeting held on 29 April 2016 were noted.
- 22d. The non-public minutes of the Hospitality Working Party meeting held on 4 May 2016 were noted.
23. **GUILDHALL WEST WING – PROVISION OF LAVOATORIES AND CLOAK ROOM FACILITIES**
The Committee considered and noted a joint report of the City Surveyor and the Remembrancer concerning a project to improve Member and facilities in the West Wing of Guildhall.
24. **CULTURAL HUB IDENTITY, MARKLETING AND COMMUNICATIONS STARTEGY**
The Committee noted the non-public appendix to item no. 12.
25. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
26. **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 ended at 2.50pm

Chairman

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