

<b>Committee:</b> Policy and Resources	<b>Date:</b> 21 September 2017
<b>Subject:</b> Decisions taken under delegated authority or urgency powers	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Information</b>
<b>Report Author:</b> <b>Angela Roach</b> , Principal Committee and Members Services Manager	

### Summary

1. This report advises Members of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a) and 41(b).

### **Recommendation**

To note the action taken since the last meeting of the Committee

### Main Report

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

#### **Appointment of City Corporation Governor - Board of Governors of the Museum of London**

3. Under the provisions of the Greater London Authority Act 2007, the Greater London Authority and the City of London Corporation each appoint nine Governors to the Board of Governors of the Museum of London. The Policy and Resources Committee is responsible for appointing the City Corporation's external Governors. Councillor Richard Watts (London Borough of Islington) was recently appointed as a Governor for a term of four years ending 14 July 2021. This followed his nomination by London Councils. Urgent action was taken to enable Councillor Watts to take up his duties in a timely manner.

### **Key Messaging for London 2017 and Beyond**

4. Approval was given to the City Corporation participating in the messaging project in partnership with the GLA and London and Partners at a cost of £50,000, funded from the Policy Initiatives Fund for 2017/18. The City Corporation was offered the opportunity to participate in a project to test and develop key messages used about London to overseas markets. The project would enable better understanding of which messages about London resonate with key international audiences. The total estimated cost of the project was approximately £150k, to be split equally between the three organisations - the GLA, London & Partners and the City of London

Corporation. Urgent action was taken to accommodate the timetable undertaking the research and having the final report available by September/early October.

### **Appointment of Two Personal Assistants and Speechwriter - Funding**

5. The Establishment Committee recently agreed to Chairmen (and Deputy Chairmen) being provided with dedicated administrative and executive support to assist them in carrying out their duties. This followed concerns that over the years the demands placed on Committee Chairmen had steadily increased. The Committee therefore agreed to the appointment of two Personal Assistants, principally, to provide support for the Chairmen of the Planning and Transportation, Police, Finance and Establishment Committees and to the appointment of a speechwriter to the support to the Chairman of this Committee and the Chief Commoner. Approval was subsequently given on behalf of this Committee to the cost of providing the additional posts (approximately £170,000). This was to be funded from the City Corporation's central contingency in the first year and by uplifting the Town Clerk's departmental budget thereafter.

Urgent approval was given in order to press on with the recruitment arrangements bearing in mind the growing demands placed on Chairmen and the Deputy Chairmen and the increasing amount of speeches delivered by the Chairman of the Policy and Resources Committee and Chief Commoner.

### **Chairmen and Deputy Chairmen's IT Room**

6. Following a recommendation from the Members Privileges Sub-Committee approval was given to reconfigure the current Chairmen and Deputy Chairmen's IT Room to form two separate rooms i.e. a small meeting room and a four station IT room at an estimated cost of £17,500 to be met from the City Surveyor's local risk budget. The Chief Commoner and a number of other Members were of the view that the room was underutilised and that reconfiguring the space to form two separate rooms might encourage better usage of the space. The Members Privileges Sub-Committee supported this and recommended it to this Committee. Urgent action was taken to approve this as, at that time, it was felt it would be less disruptive for the work to be carried out during the summer recess.

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