

POLICY AND RESOURCES COMMITTEE
Thursday, 22 February 2018

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 22 February 2018 at 1.45 pm

Present

Members:

Deputy Catherine McGuinness (Chairman)
Sir Mark Boleat (Deputy Chairman)
Simon Duckworth (Vice-Chair)
Deputy John Bennett
Deputy Keith Bottomley
Alderman Peter Estlin
Marianne Fredericks
Deputy the Revd Stephen Haines (Ex-Officio Member)
Christopher Hayward
Deputy Wendy Hyde
Deputy Jamie Ingham Clark (Ex-Officio Member)
Deputy Edward Lord
Alderman Ian Luder
Jeremy Mayhew
Andrew McMurtrie (Ex-Officio Member)
Wendy Mead (Chief Commoner)
Deputy Joyce Nash
Graham Packham (Ex-Officio Member)
Dhruv Patel (Ex-Officio Member)
Alderman William Russell
Deputy Dr Giles Shilson
Jeremy Simons (Ex-Officio Member)
Deputy Tom Sleigh
Sir Michael Snyder
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
Carolyn Dwyer	-	Director of Built Environment
Ian Hughes	-	Department of the Built Environment
Vic Annells	-	Executive Director of Mansion House & Central Criminal Court
David Smith	-	Director of Markets and Consumer Protection

Caroline Al-Beyerty	- Deputy Chamberlain
Damian Nussbaum	- Director of Economic Development
Bob Roberts	- Director of Communications
Philip Everett	- Town Clerk's Department
Peter Lisley	- Assistant Town Clerk
Angela Roach	- Principal Committee and Members Services Manager
Gregory Moore	- Principal Committee and Members Services Manager
Nigel Lefton	- Remembrancer's Department

1. **APOLOGIES**

Apologies were received from Doug Barrow, Henry Colthurst, Hugh Morris, The Lord Mountevans and John Tomlinson.

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

The following declarations of interest were noted:-

- Andrew McMurtrie declared an interest in item no. 23 (St Lawrence Jewry Church) as Chairman of the Benefices Sub-Committee;
- Jamie Ingham Clark also declared an interest in item no. 23 as the Church Warden;
- Tom Sleight declared an interest in item no. 9 (Innovate Finance), by virtue of his firm subscribing to Innovate Finance; and
- Sir David Wootton declared an interest item no. 14 as a non-executive director of the International Dispute Resolution Centre which occupies space within properties linked to the Courts and Police projects.

3. **MINUTES**

- 3a. The public minutes of the meeting held on 18 January 2018 were approved.

Matters Arising

Corporate Plan 2018-23

It was noted that minor changes to the wording of the Corporate Plan had been made following a recent briefing to which all Members were invited to attend.

Special Events on the Highway

Reference was made to the proposed closure of Beech Street to accommodate a forthcoming Culture Mile event. The Committee was advised that the road would now be closed for five days instead of six. In response to concerns that the length of the closure was still too long, the

Chairman of the Planning and Transportation Committee assured Members that detailed discussion had taken place with the organisers who had been able to demonstrate why five days was necessary. It was noted that Barbican residents would still have access to Beech Street on the two days required to set up the event and dismantling equipment.

Bridge House Estates Strategic Review Fund

The Chairman of the Finance Committee referred to the approval of bids from the Bridge House Estates Strategic Review Fund. He suggested that consideration be given to the approval of bids from the fund being delegated to officers up to a certain amount level. The process was currently onerous as all bids, however small, required consultation with the relevant Chairmen. It was noted that an appropriate level of delegation was being investigated.

- 3b. The public minutes of the Members Privileges Sub-Committee held on 12 January and 7 February 2018 were noted and the recommendations contained therein considered.

RESOLVED – That:-

1. in addition to current Members, past Lord Mayors and past Chief Commoners who were no longer on the Court of Common Council, access to the Members Room area on the third floor of the West wing be extended to past Chairmen of the Policy and Resources Committee who were no longer on the Court;
 2. business cards be imprinted in braille where there was a clear business case for doing so only, and that the wording on the card be generic for all users;
 3. the City Surveyor be requested to review the overnight accommodation currently available to the Chairman of the Policy and Resources Committee with a view to it being comparable to that offered to the Chief Commoner and report back to the Members Privileges Sub-Committee on the options for achieving this;
 4. 28 lockers fitted with key locks be provided for the use of Chairmen (and/or their Deputies) in the Members small IT room on the mezzanine floor at an estimated cost of £840; and
 5. a Chief Commoner's Handbook be created to provide information on the protocols of the Office to all new incumbents as well as to assist the support services provided the Office.
- 3c. The draft public minutes of the Projects Sub-Committee meeting held on 17 January 2018 were noted.

- 3d. The draft public minutes of the Resource Allocation Sub-Committee held on 18 January 2018 were noted.
- 3e. The draft public minutes of the joint meeting of the Resource Allocation and Efficiency and Performance Sub-Committees with Committee Chairmen held on 18 January were noted.
- 3f. The draft public minutes of the Public Relations and Economic Development Sub-Committee meeting held on 18 January 2018 were noted.
- 3g. The draft public minutes of the Outside Bodies Sub-Committee meeting held on 26 January were noted and the recommendations contained therein considered.

RESOLVED – that the Chairman of the Education Board be nominated for appointment to the School Governors One-Stop-Shop Board of Trustees/Directors, and as a member of its company.

4. **MUSEUM OF LONDON GOVERNORS' TERM OF OFFICE**

The Committee considered a report of the Town Clerk concerning the maximum term of office of City Corporation Governors on the Board of governors of the Museum of London.

RESOLVED – That the term of Office for City of London Corporation appointed Governors on the Board of Governors of the Museum of London, be set at a maximum of two terms/eight years with the option for an extension in exceptional circumstances.

5. **CORPORATE DIPLOMATIC ENGAGEMENT POLICY**

The Committee considered a report of the Town Clerk concerning the creation of a Corporate Diplomatic Engagement Policy.

The Chairman was heard in support of the creation of the Engagement Policy and advised that it had been produced with the “one team, one message, one strategy” ethos in mind. She also advised that, Members with appropriate expertise and with an already developed relationship with diplomats could be asked to engage with an official on behalf of the City Corporation.

A Member questioned whether it was necessary for the proposal to be approved by the General Purposes Committee of the Court of Alderman and was advised that in the interest of furthering joint working, it was important for the policy to be approved by both Committees. In response to concerns about the importance of being clear on areas of responsibility and policy, attention was drawn to paragraph 7c of the report which explained the role of the Chairman of the Policy and Resources Committee and that of the Lord Mayor in relation to diplomatic engagement.

RESOLVED – That approval be given to the creation of a Corporate Diplomatic Engagement Policy and the Policy be adopted as set out in the report.

6. CULTURAL MILE REVENUE BUDGET

The Committee considered a joint report of the Chamberlain and the Assistant Town Clerk and Culture Mile Director concerning the revenue budget for the Culture Mile initiative.

In response to concerns that the working party, a non-decision-making body, might have been allowed to agree changes to the budget, the Committee was informed that, initially, it was intended that funding for the initiative would be met from a specific budget as had been reported to the Resource Allocation Sub-Committee. However, whilst the working party supported the new proposal for funding the revenue budget, it was now submitted to the Policy Committee for formal consideration. Notwithstanding this, the Culture Mile Working Party's non-decision-making status was noted.

RESOLVED – That:-

1. In addition to the £5m already allocated for the *look and feel strategy* element of the Culture Mile, an annual revenue budget of £1.43m per annum be allocated for the financial years 2018/19 and 2019/20 and to be included in the Medium Term Financial Plan; and
2. It be noted that work would be undertaken to explore alternative business models.

7. PAY POLICY STATEMENT

The Committee considered a report of the Director of Human Resources concerning the Pay Policy Statement for 2018/19.

RESOLVED – that to ensure the City Corporation meets its requirements under the Localism Act 2011, the Pay Policy Statement for 2018/19 be approved and be recommended to the Court of Common Council accordingly.

8. MANAGING DIRECTOR BRUSSELS OFFICE

The Committee considered a report of the Director of Economic Development concerning the arrangements for the appointment panel for the new Managing Director of the Brussels Office, including the composition of recruitment panel.

The Chairman was heard in support of the arrangements and, in particular, the appointment of an additional Member of the Policy and Resources Committee to serve on it. She proposed that Wendy Hyde be appointed as the additional Member.

RESOLVED – That the arrangements be noted and that Wendy Hyde be appointed to serve on the recruitment panel for the appointment of the new Managing Director of the Brussels Office.

9. **INNOVATE FINANCE - SPONSORSHIP**

The Committee considered a report of the Director of Economic Development concerning future support for Innovate Finance.

RESOLVED – That approval be given to:-

1. the continued sponsorship of Innovate Finance for the next three years, at a total financial contribution £750,000 to be divided into payments of £250,000 per annum over three years from April 2018 until March 2021;
2. the funding being met from City's Cash and charged to the Committee's Policy Initiatives Fund and/or Contingency, categorised under 'Promoting the City';
3. continued sponsorship being subject to the arrangements as outlined in the original report considered by the Committee on 20 February 2014, the new 'Membership Proposal for Continued Sponsorship' as set out in the Appendix to this report and to payments being made in tranches each year, on a quarterly basis;
4. continued sponsorship remaining conditional on Innovate Finance reaching a series of strategic objectives that benefit the City Corporation, as outlined in the attached Membership Proposal for Continued Sponsorship, and as agreed with officers on an ongoing basis;
5. it be noted that:-
 - This new level of sponsorship represented an overall reduction in the City Corporation's contribution to Innovate Finance as a lead sponsor in comparison to previous agreements; and
 - officers would be working with the Innovate Finance leadership to devise an exit strategy from the City Corporation's status of lead sponsor of the organisation by March 2021.

10. **CHATHAM HOUSE 2018 BREXIT PROGRAMME - SPONSORSHIP**

The Committee considered a report of the Director of Communications proposing the sponsorship of Chatham House 2018 Brexit-related programme, entitled *Brexit, New Political and Economic Agendas*.

RESOLVED – that the Chatham House Brexit-related programme be supported at a cost of £20,000 to be met from the Committee's Policy Initiatives Fund for 2017/18, categorised under Events and charged to City's Cash.

11. **WINCOTT FOUNDATION'S 'WINCOTT AWARDS' - SPONSORSHIP**

The Committee considered a report of the Director of Communications, proposing support for the Wincott Foundation's annual awards for journalism which had enhanced public understanding of key economic issues.

RESOLVED – That the annual Wincott Awards be supported at a cost of £12,000 for the next three years (£4,000 each year), with the funds being allocated from the Committee's Policy Initiatives Fund for 2018/19 2019/20 and 2020/21, categorised under Events and charged to City's Cash.

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

The Committee's considered a statement of the Chamberlain on the use of the Policy Initiatives Fund and the Committee Contingency for 2017/18.

RESOLVED – That the statement be noted.

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

The Committee considered a report of the Town Clerk reporting action taken since its last meeting.

RESOLVED – That it be noted that approval had been given to:-

1. the final wording of the questionnaire on the potential remuneration of Members;
2. the provision of the following from the Bridge House Estates Strategic Review Fund:-
 - a sum of £40,000 for the appointment of consultants to develop a financial model to determine; and
 - a sum of £50,000 to obtain legal advice in relation to the underlying trusts and governance of the charity and the way in which it might be applied more effectively for charitable purposes.
3. the incorporation of the Central London Foundation Schools of London Trustee Body and the Town Clerk being authorised to confirm the decision with the Foundation.

14. **CAPITAL BUILDINGS COMMITTEE - TERMS OF REFERENCE**

The Committee considered a resolution from the Capital Buildings Committee (CBC) proposing changes to its composition and terms of reference.

The Chairman of the CBC was heard in support of the proposed changes. He acknowledged that the terms of reference had been developed in haste and therefore, a number of points had not been adequately covered. For example, in terms of its work, it was never intended that Committee should be established to solely oversee the Courts and Police Accommodation projects; the composition of the Committee would benefit from wider representation by the inclusion of other chairmen at appropriate times and, given the scale of the projects that would be captured by the Committee, the Chairmen and Deputy Chairmen of the Policy and Resources and Finance Committees should have voting rights particularly in view of the corporate nature of the two committees.

He advised that capital projects costing £100m and over would automatically be referred to the Committee. It was also possible that other projects could be referred to it by the Court of Common Council or the Policy and Resources Committee. He concluded by acknowledging that some of the changes would require amendments to standing orders.

In discussion it was noted that the Court could always direct that oversight of projects be managed in a different way and that this might be necessary for projects such as the Centre for Music and the relocation of the Museum of London. The Chairman of the CBC advised that there would be occasions when the Policy Committee would need to be involved and that this had been reflected in the terms of reference, for example when the disposal of property was to be decided.

After further discussion it was noted that the Court of Common Council was the ultimate decision maker and had the ability to intervene should there be any concerns.

RESOLVED – that:-

1. subject to the approval of the Court of Common Council, the composition and terms of reference of the Capital Buildings Committee be approved as follows:-

Constitution

A Non-Ward Committee consisting of:-

- Five Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- Two Members appointed by the Policy & Resources Committee
- The Chairman and Deputy or a Vice Chairman of the Policy & Resources Committee (ex-officio)
- The Chairman and Deputy Chairman of the Finance Committee (ex-officio)
- The Chairmen and Deputy Chairmen of those service committees which will become responsible for completed capital building projects (ex-officio)*
- The Chairman of the General Purposes Committee of Aldermen (ex-officio)

** Such Chairmen and Deputy Chairmen to become ex-officio Members of the Committee upon the Court of Common Council giving its approval in principle for the project to proceed, with their membership to cease upon the new building being handed over to their Committee.*

Together with up to two non-City of London Corporation Members and a further two Court of Common Council Members with appropriate experience, skills or knowledge.

Quorum

The quorum consists of any five Members.

Membership 2017/18

In addition to the Members elected by the Court of Common Council, this Committee its Membership include two non-City of London Corporation Members and also two co-opted Members of Common Council.

Terms of Reference

In respect of major capital building projects[†] which have been approved in principle by the Court of Common Council, to be responsible for (without recourse to any other Committee):-

- (a) overall direction and co-ordination;
- (b) financial control and variances within the overall approved budget for the project;
- (c) review of progress;
- (d) decisions on significant option development and key policy choices; and
- (e) decisions in relation to the acquisition and disposal of properties related to the project, including disposal or alternative use of current operational properties to be vacated on completion of the project. Such properties, upon the approval of the capital building project, shall sit outside of the normal Standing Orders (53-60) governing acquisitions and disposals.[‡]

[†] *Defined as projects for new or substantially refurbished buildings with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee.*

[‡] *Such transactions shall therefore not require the additional approvals of the Property Investment Board, Corporate Asset Sub-Committee, Finance Committee, and Court of Common Council. However, the Policy & Resources Committee shall reserve the right to retain ultimate decision-making powers in respect of properties where the disposal is considered to have significant strategic or policy implications.*

Notes:

- (i) *Membership of this Committee shall not count towards the limit on the number of committees on which a Member may serve contained in Standing Order 22 and its Chairman shall be eligible to be Chairman of another Committee (Ward or non-Ward) at the same time, pursuant to the provisions of Standing Order 29 (3).*
- (ii) *The Chairman and Deputy/Vice-Chairmen of the Policy & Resources and Finance Committees shall have the power to vote in the election of Chairman and Deputy Chairman.*
- (iii) *Whilst the Committee will need to have dealings with external parties relevant to the buildings concerned in projects for which the Committee is responsible, ownership and custody of these relationships shall rest with the relevant service committee and the Capital Buildings Committee shall act in accordance with this.*

2. Standing Orders be amended where necessary to reflect these changes.

15. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

Bank Junction Experimental Scheme

A Member referred to the high level of congestion currently being experienced in the areas surrounding Bank Junction, with traffic virtually being brought to a standstill. Whilst he understood that much of it was caused by emergency gas works, he sought an update on the situation. The Chairman acknowledged that the level of congestion was unacceptable and advised that she had been informed that the best way of alleviating it currently would be by partially reopening the Junction on a temporary basis.

The Chairman of the Planning and Transportation Committee confirmed that traffic had been building as a result of emergency gas works. He advised that a number of leaks had been discovered and whilst they were in the process of being addressed further leaks, caused by aging Victorian pipelines, had also been uncovered. The works required to fix the leaks were complex and comprised of deep excavation. Major work was scheduled to start in Gracechurch Street which would require the road to be closed northbound. The contractor Cadent, had indicated that the work was expected to take up to four weeks to complete. He reminded the Committee that the road was the responsibility of Transport for London (TfL) and to assist in alleviating the problems, TfL had agreed to London Bridge being closed to traffic during that period, except for buses, taxis and cyclists. Whilst it was impossible to predict the full impact of the work, the Director of the Built Environment was proposing to reopen the eastbound area of Bank Junction to assist traffic flow, a move which he supported. The Director of the Built Environment acknowledged the comments and added that the current situation was unprecedented. A safety audit had been undertaken and all relevant parties had been consulted. The Director of Communication advised that the communication required to alert road users, residents and businesses to activities would be led by TfL.

Detailed discussion ensued during which, amongst other things, the following comments were made:-

- A Member questioned whether it would be possible to make use of Southwark Bridge temporarily by removing the no right turn restriction;
- Reference was made to the risk of the works overrunning particularly as utility companies were not known for completing works on time. It was noted that utility companies could be fined for overrunning their permits. Cadent was paying for every day it spent on the road so there was a financial incentive for the work to be progressed quickly;

- Illegally parked cars were also a contributing factor to the current level of congestion;
- Consideration should be given to non-essential deliveries being undertaken outside peak hours;
- In answer to a query on whether sufficient data had been gathered on the experimental closure of Bank Junction to progress arrangements, the Committee was advised that it was not possible to end the current trial midway through the experimental period;
- Members acknowledged that good communication would be essential.

The Chairman of the Planning and Transportation Committee concluded discussion by referring to the importance of health and safety and advising that there was no guarantee that further leaks would not be discovered. The decision to reopen the junction temporarily had not been taken lightly and other measures would continue to be explored such as opening King William Street more fully, if it was felt appropriate to do so.

16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

17. 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 1 of the Schedule 12A of the Local Government Act.

Item Nos.	Paragraph(s) in Schedule 12A
18 - 27	3

Part 2 – Non-Public Agenda

18. NON-PUBLIC MINUTES

18a. The non-public minutes of the meeting held on 18 January 2018 were approved as an accurate record.

18b. The draft non-public minutes of the meeting of joint Resource Allocation and Efficiency and Performance Sub-Committees held on 18 January 2018 were considered, and the recommendations contained therein approved.

18c. The draft non-public minutes of the Resource Allocation Sub-Committee meeting held on 18 January 2018 were noted.

18d. The draft non-public minutes of the Project Sub-Committee held on 17 January 2018 were noted.

18e. The draft non-public minutes of the Hospitality Working Party meeting held on 23 January 2018 were noted.

19. **STRATEGIC REVIEW OF THE CITY'S WHOLESALE MARKETS**

The Committee considered a report of the Director of Markets and Consumer Protection, together with a resolution from the Markets Committee, concerning a strategic review of the City Corporation's Wholesale Markets. The recommendation contained therein was approved.

20. **POULTRY MARKET REPAIRS**

The Committee considered and agreed a report of the City Surveyor concerning repairs to the Poultry Market.

21. **EMERGENCY SERVICES MOBILE COMMUNICATIONS PROGRAMME**

This report was withdrawn for further work and consultation with the Projects Sub-Committee.

22. **LORD MAYOR'S SHOW**

The Committee considered and agreed a report of the Town Clerk concerning security at the Lord Mayor's Show.

Duration of Meeting

Having lasted for two hours approval was given to the meeting being extended in accordance with Standing Order No. 40.

23. **ST LAWRENCE JEWRY CHURCH - UPDATE**

The Committee considered and agreed a joint report of the Town Clerk and the City Surveyor, concerning St Lawrence Jewry Church, subject to an amendment.

24. **UK GREEN FINANCE INSTITUTE**

This report was withdrawn.

25. **CITY FUND STRATEGY REPORT**

The Committee considered an annual progress report of the City Surveyor concerning the City Fund Property Strategy.

RESOLVED – that report be noted.

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

There were no questions.

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

Relocation of the Museum of London

Members were updated on the progress of the project to relocate the Museum and on the action which had been undertaken to keep matters moving.

Managing Director Brussels

The Director of Economic Development was heard regarding the appointment of the Managing Director of the Brussels Office.

Saudi Taskforce

The Director of Economic Development was heard regarding engagement with Saudi Arabia.

The meeting ended at 3.50pm

Chairman

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