



Members Privileges Sub (Policy and Resources) Committee

Date: THURSDAY, 19 JANUARY 2017
Time: 10.00 am
Venue: COMMITTEE ROOM 1 - 2ND FLOOR WEST WING, GUILDHALL

Members: Michael Welbank (Chief Commoner) (Chairman)
Deputy John Barker
Mark Boleat (Ex-Officio Member)
Simon Duckworth (Ex-Officio Member)
Ann Holmes
Deputy Jamie Ingham Clark
Edward Lord
Jeremy Mayhew (Ex-Officio Member)
Wendy Mead
Ann Pembroke
John Scott (Ex-Officio Member)
Deputy Catherine McGuinness

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NB. Part of this meeting may be subject to audio or visual recording.

Refreshments will be provided at the meeting.

**John Barradell
Town Clerk and Chief Executive**

AGENDA

Public Agenda

1. **APOLOGIES**

2. **DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS
IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING**

3. **MINUTES**

To agree the public minutes and summary of the meeting held on 10 December 2015.

For Decision
(Pages 1 - 4)

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB
COMMITTEE**

For Decision

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

For Decision

6. **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.

For Decision

7. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 10 December 2015.

For Decision
(Pages 5 - 6)

8. **GUILDHALL WEST WING - PROVISION OF UPGRADED LAVATORIES AND
CLOAKROOM FACILITIES FOR MEMBERS AND GUILDHALL GUESTS**

Report of the City Surveyor.

For Decision
(Pages 7 - 18)

9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB
COMMITTEE**

For Decision

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

For Decision

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MEMBERS PRIVILEGES SUB (POLICY AND RESOURCES) COMMITTEE **Thursday, 10 December 2015**

Minutes of the meeting of the Members Privileges Sub (Policy and Resources)
Committee held at Committee Room 2 - 2nd Floor West Wing, Guildhall on
Thursday, 10 December 2015 at 10.00 am

Present

Members:

Deputy Billy Dove (Chairman)
Michael Welbank
Deputy John Barker
Mark Boleat (Ex-Officio Member)
George Gillon
Edward Lord

Officers:

Fern Aldous	- Town Clerk's Department
Alistair MacLellan	- Town Clerk's Department
Vincent Dignam	- Department of the Built Environment
Jim Graham	- Department of the Built Environment
Steve Presland	- Department of the Built Environment
Dorian Price	- Guildhall Manager

1. APOLOGIES

Apologies for absence were received from Oliver Lodge, Jeremy Mayhew and David Thompson

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were no declarations of interest.

3. MINUTES

Lady Members' Lockers

The Guildhall Manager updated the Sub-Committee on the proposals to refurbish the member's changing facilities. It was noted that the project had been much reduced from the original proposal as a response to the results of a survey had shown little use of the lady's locker facilities. Instead a programme of general refurbishment to both changing areas would be progressed with a reduced cost of £49,000. It was reported that there was no specific funding provision for such work, but that the funds from the "Guildhall Additional Works Programme" could be utilised.

It was noted that the Effectiveness of Hospitality Review, to be considered by the Hospitality Working Party, also recommended that works be undertaken to upgrade the facilities, and it was agreed that it would be of greater benefit to

consider the works as a totality, as opposed to separate schemes. It was acknowledged however that this may further delay the works.

RESOLVED – That the minutes of the meeting held on 24 September 2015 be approved as an accurate record

4. **CORPORATE TRANSPORT POLICY**

The Sub-Committee considered a report of the Director of HR and the Director of Transportation and the Public Realm, detailing the proposals for the application of the Corporate Transport Policy. Officers reported that the policy had been developed in response to an identified risk of staff and members using personal vehicles for Corporation Business. It was noted that the recommendations had been amended to lessen the extent the policy applied to Members.

It was discussed whether aspects of the report were unnecessarily cautious, creating additional responsibilities on members and the administration staff. Officers agreed to review the proposals, with a view of presenting the minimum possible requirements from members that would address the identified risk. Members asked that examples from similar organisations, including the use of personal transport by School Governors, be investigated as part of the review.

RESOLVED – That Officers undertake to investigate comparable transport policies and that the policy be reviewed with the view of reducing its application to Members.

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

There were no questions.

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

There was no urgent business.

7. **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 the Schedule 12A of the Local Government Act.

8. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 24 September 2015 were approved as an accurate record.

9. **GUILDHALL WEST WING 2ND FLOOR CHAIRMAN'S AND DEPUTY CHAIRMAN'S ROOM**

The Sub-Committee considered a report of the City Surveyor seeking a decision on works to the Guildhall West Wing 2nd Floor Chairman and Deputy Chairman's Room.

10. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

A query was raised in regards to the Terms of Reference of the Committee.

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

There was no urgent business.

The meeting ended at 10.50 am

Chairman

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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