

**POLICY AND RESOURCES COMMITTEE**  
**Thursday, 23 February 2023**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 23 February 2023 at 1.45 pm

**Present**

**Members:**

Deputy Christopher Hayward (Chairman)  
Deputy Keith Bottomley (Deputy Chairman)  
Mary Durcan (Vice-Chair)  
Deputy Randall Anderson (Ex-Officio Member)  
Deputy Marianne Fredericks  
Alderman Timothy Hailes  
Caroline Haines  
Deputy Shravan Joshi  
Deputy Edward Lord  
Alderman Ian David Luder  
Alderman Professor Michael Mainelli  
Catherine McGuinness  
Wendy Mead  
Deputy Andrien Meyers  
Deputy Brian Mooney  
Alderman Sir William Russell  
Ruby Sayed (Ex-Officio Member)  
Deputy Sir Michael Snyder  
Deputy James Thomson  
Deputy Philip Woodhouse  
Deputy Henry Colthurst (Ex-Officio Member)  
Wendy Hyde (Ex-Officio Member)  
Deputy Simon Duckworth (Chief Commoner) (Ex-Officio Member)

**In attendance (observing online)**

Deputy Mark Bostok  
Helen Fentimen  
Paul Martinelli  
Benjamin Murphy  
Oliver Sells KC  
Tijs Broeke

**Officers:**

Michael Cogher	- Comptroller and City Solicitor
Paul Double	- City Remembrancer
Paul Wilkinson	- City Surveyor
Caroline Al-Beyerty	- The Chamberlain
Damian Nussbaum	- Director of Innovation & Growth
Bob Roberts	- Deputy Town Clerk
Greg Moore	- Assistant Town Clerk

Ian Thomas	- Town Clerk and Chief Executive
Jen Beckermann	- Executive Director and Private Secretary to the Chairman of Policy and Resources Committee
Dionne Corradine	- Chief Strategy Officer
Polly Dunn	- Deputy Town Clerk's Department
Benjamin Dixon	- Deputy Town Clerk's Department
Dylan McKay	- Deputy Town Clerk's Department
David Mendoza-Wolfson	- Deputy Town Clerk's Department
Chris Rumbles	- Deputy Town Clerk's Department
Juliemma McLoughlin	- Executive Director of Environment
Sonia Virdee	- Chamberlain's Department
Paul Wright	- Deputy Remembrancer
Emma Moore	- Chief Operating Officer
Genine Whitehorn	- Chief Operating Officer's Department
Mathew Stickley	- Deputy Town Clerk's Department
Sheldon Hind	- Deputy Town Clerk's Department
David Farnsworth	- Managing Director of City Bridge Trust
Fiona Rawes	- City Bridge Trust
Philip Saunders	- Director of Communications
Ola Obadara	- City Surveyor's Department
Mark Lowman	- City Surveyor's Department
Richard Woolford	- Deputy Town Clerk's Department
Emily Rimington	- Comptroller and City Solicitor's Department
Claire Spencer	- Chief Operating Officer, Barbican Centre
Mark Gettleson	- Deputy Town Clerk's Department
Ian Hughes	- Environment Department
Myles Kaplan	- City Surveyor's Department
Fiona McKeith	- City Surveyor's Department
Dorian Price	- City Surveyor's Department
Richard Waight	- City of London Police

The Chairman took the opportunity to welcome Ian Thomas, Town Clerk and Chief Executive, to his first Policy and Resources Committee meeting.

**1. APOLOGIES**

Apologies were received from The Rt Hon The Lord Mayor Alderman Nicholas Lyons, Tijs Broeke and James Tumbridge.

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

There were no declarations.

**3. MINUTES**

- a) The public minutes of the Policy and Resources Committee meeting held on 19th January 2023 were approved, subject to the addition of Deputy James Thomson to list of apologies for the meeting.

### **Matters Arising**

**Free Schools Meals** - A Member referred to provision of free school meals having been raised previously, with Members noting that work was underway on the issue with the intention of bringing a report back in April, as agreed.

**St Bride's Tavern** – A Member thanked the Comptroller for the note that had been circulated to Members. The Member suggested that in future an explanation setting out the parameters and criteria should be made clear as part of the application.

- b) The public minutes of the Capital Buildings Board meeting held on 16 November 2022 were noted.
- c) The public minutes of the Resource Allocation Sub-Committee meeting held on 1st December 2022 were noted.
- d) The public minutes of the Civic Affairs Sub-Committee meeting held on 6 December 2022 were noted.
- e) The public minutes of the Communications and Corporate Affairs Sub-Committee meeting held on 12 December 2022 were noted.
- f) The public minutes of the Operational Property and Projects Sub-Committee meeting held on 26 January 2023 were noted.

#### **4. RESOURCE ALLOCATION SUB COMMITTEE APPOINTMENT**

The Town Clerk confirmed that there was one vacancy on Resource Allocation Sub-Committee that required appointing to for the remaining two meetings in the civic year.

Two expressions of interest to serve had been received from James Tumbridge and Caroline Haines. As there were multiple candidates for one place, the appointment proceeded to a ballot, following which Caroline Haines was duly appointed.

#### **5. RESOLUTION OF THE BARBICAN RESIDENTIAL COMMITTEE**

The Committee received a resolution of Barbican Residential Committee proposing Policy and Resources Committee be asked to consider setting up a Barbican Strategy Group.

A Member raised a question regarding the accuracy of the draft minute suggesting it did not accurately reflect and capture what had been proposed and agreed at the meeting. The Chairman responded and stressed a need for accuracy with the resolution and proposed it be referred back to Barbican Residential Committee for its further consideration and agreement.

RESOLVED: That Members; -

- Agreed to refer the resolution back to Barbican Residential Committee.

8. **LIGHT TOUCH GOVERNANCE REVIEW**

The Committee considered a report of the Town Clerk presenting feedback on various matters relating to the Light Touch Governance Review (LTGR) and seeking agreement as to which proposals were to be brought back to the next Policy and Resources Committee meeting for immediate consideration.

The Chairman introduced the item and stressed how the intention was to consider issues relating to the LTGR. It was not intended as an opportunity to re-open matters that had already previously been subject to lengthy debate in 2020-21.

A discussion followed during which clarification was provided on the role of Capital Buildings Board, the mechanism for allowing public questions at Court of Common Council was explained, the reporting route for Destination City was clarified, noting it was a major policy for the City Corporation that would come through and be led by Policy and Resources Committee.

A period of change for the Independent Schools was referred to and there being a need for stability in this area, with a Member responding suggesting there was an opportunity to look at education and take an overview of the excellent and wide-ranging work taking place. Reference was also made to the huge amount of work in Open Spaces and implications presented in operational terms of integrating all areas under one committee.

Standards regime was highlighted as an area of concern by a Member, with Civic Affairs Sub-Committee's wider role also being raised, with a suggestion that it currently had too broader remit, there being a grey area over the role of its Chair and the Chief Commoner needed reviewing.

In conclusion a Member, also Vice Chair of Policy and Resources Committee, put on record her thanks to Polly Dunn for the huge amount of work that had gone into producing the report, to which all Members concurred.

RESOLVED: That Members: -

1. Reviewed the feedback summarised within Appendix A and agreed on the proposals presented within it being brought back in detail, to the next Policy & Resources Committee meeting for immediate consideration;
2. Agreed to matters deemed 'out of scope' and requiring no further action at this stage (Table 3);
3. Noted the action taken with regard to the agreed recommendations arising from the Governance Review in December 2021 in Appendix B;
4. Noted that proposals to produce a consolidated action tracker from the Governance Review and Light Touch Governance Review to be presented routinely to the Committee from May 2023; and

5. Noted that reports concerning the necessary changes to the Standing Orders and Officer Scheme of Delegations to enact these recommendations, would be brought back in March and April Policy respectively.

**7. DEPARTMENT OF THE CHIEF OPERATING OFFICER BUSINESS PLANS 2023/24**

The Committee considered a report of the Chief Operating Officer (COO) presenting a Business Plan for the Department of Chief Operating Officer for the 2023/24 Financial Year.

RESOLVED: That Members: -

- Note the direction of travel within the Department of the COO and the associated transformation planning within the team Business Plans.
- Approve the Department of the COO Business Plan for 2023/24.
- Approve the 2023/24 Business Plans for the following COO divisions:
  - Commercial Service
  - Project Governance

**8. INTRODUCING ELECTRONIC VOTING**

The Committee considered a report of the Deputy Town Clerk providing details on the main electronic voting (e-voting) products on the market and seeking approval of the purchase of a preferred system.

The Chairman remarked on the report presenting a sensible, pragmatic, cost effective and easy to use system that had been identified for use through portable hardware.

During the discussion that followed, there was a consensus of support for the e-voting system proposed. Reference was made to information on voting not currently being made available to the public, with clarify provided and Members noting that the e-voting system related specifically to divisions at Court of Common Council where votes were recorded and included within the minutes; e-voting would result in relevant information being available more quickly.

A Member, also Chairman of Planning and Transportation Committee questioned whether the e-voting system could be extended to other Committees to allow for recording of votes on contentious issues, with it being noted that this would be possible in principle but with the system to be tested and used initially by Court of Common Council to ensure Members were comfortable with it, following which it would be possible to bring something forward for consideration at an appropriate point.

RESOLVED: That Members: -

- Agreed to recommend to Court of Common Council the purchase of the e-voting system produced by Meridia Interactive Solutions
- Agreed to recommend to Court the alteration of Standing Order 14.
- Agreed to recommend to Court the use of e-voting at Court of Common

Council, to be operational from its May 2023 meeting.

- Approved a spend of up to £10,000 in funding from Policy and Resources Committee's 2022/23 Contingency Fund to support the purchase of a system and necessary additional paraphernalia.

9. **CHARITIES REVIEW RECOMMENDATIONS - STANDARDISING TERMS OF REFERENCE**

The Committee considered a report of the Managing Director of Bridge House Estates and Chief Charities Officer updating on the Corporate Charities Review of various charities associated with the City of London Corporation and a proposal to standardise delegations for certain Committees acting on behalf of the Court of Common Council as trustee for particular charities.

The Chairman commented on the proposal appearing eminently sensible and uncontroversial.

RESOLVED: That Members: -

- Noted the contents of the report.
- Agreed to make a recommendation to the Court of Common Council to amend and standardise the Terms of Reference of the Committees listed in Appendix 1, with delegated charity trustee responsibilities.

10. **CITY WEEK 2023 EVENT SPONSORSHIP**

The Committee considered a report of the Executive Director of Innovation and Growth providing an update on the City Corporation's previous involvement in the annual City Week event and seeking approval to support an event taking place this year during 24 – 26 April 2023.

RESOLVED: That Members: -

- Agreed to provide £25,000 from the 2023/24 Policy Initiatives Fund, categorised under 'Events' and charged to City's Cash in order to finance the City's sponsorship of the 13<sup>th</sup> City Week annual conference.

11. **ROYAL COMMONWEALTH SOCIETY AND 65 BASINGHALL STREET, GUILDHALL**

The Committee considered a report of the City Surveyor proposing the Royal Commonwealth Society (RCS) be offered working space at 65 Basinghall Street.

The Chairman referred to Operational Property and Projects Sub-Committee have granted their approval of the proposal at their meeting on 13 February 2023. The Chairman added how he would be minded to approve the proposal.

RESOLVED: That Members: -

- a) Agreed to offer the RCS working space at 65 Basinghall Street, as set out in appendix 1, joining the Corporation's other strategic and community partners accommodated at the complex.

- b) Instruct the Comptroller and City Solicitor, if the offer is made, to settle the terms of occupation in the form of a 5-year Lease in the terms referred to in the proposals noted in this report and the draft heads of terms set out in appendix 2.
- c) Note the accommodation is offered rent free and that such occupation costs as arise in consequence of the arrangement, if agreed, will be met from the City Surveyor's local risk budget for Guildhall.
- d) Note the proposed terms include flexibility for the City to regain occupation upon 6 months' notice at any time should the accommodation be required for other purposes.

**12. DELIVERING THE RESIDENTIAL RESET**

The Committee considered a report of the Deputy Town Clerk providing an overview of engagement and communications with the City's residential population and seeking support for a proposal to deliver the Residential Reset.

The Chairman referred to representations having been received from both the Chair of the Barbican Association and Chair of the Petticoat Square Leaseholders' Association in response to the report. Both have welcomed the Residential Reset whilst urging the City Corporation to do more to recognise the value and contribution of residents to life in the City and seeking an increased level of engagement with residents.

The Chairman confirmed that this was exactly what the report was intending to deliver. It would provide the City Corporation with the resources to speak more, listen more and engage more with City Residents, which he had previously made very clear was a key priority during his time as Chairman.

RESOLVED: That Members: -

- Support the proposals to deliver the Residential Reset.
- Agreed to £150,000 in funding from the 2023/24 Policy Initiatives Fund, categorised as 'Communities' and charged to City's Cash to support the City-wide residents' meetings (£35,000), outreach and promotional activities to support resident engagement (£50,000) and the recruitment of a Resident Campaigns and Communications Manager to lead this work over a 12-month period (£65,000).

**13. WORKER ENGAGEMENT: THE CITY BELONGING PROJECT**

The Committee considered a report of the Deputy Town Clerk providing an update on working engagement and seeking support for the City Belonging Project, a campaign focussed on increasing worker engagement.

RESOLVED: That Members: -

- Noted the report.

- Approve the suspension of the existing physical Ward Newsletters for a period of two years to provide up to £80,000 in additional funding.
- Approve £70,000 in funding from 2023/24 Committee Contingency to support the City Belonging Project, as a campaign focused on increasing worker engagement with the City Corporation and its activities ahead of the December 2024 registration deadline.

**14. 2023/24 PAY POLICY STATEMENT**

The Committee considered a report of the Chief People Officer presenting an updated Pay Policy Statement for 2023/24.

RESOLVED: That Members: -

- Agreed the Pay Policy Statement for 2023 / 24 and recommend its endorsement to the Court of Common Council.

**15. RETROSPECTIVE REVIEW OF JOINT PHILANTHROPY STRATEGY 2018 - 2023**

The Committee received a report of the Managing Director of Bridge House Estates providing a review of progress from April 2021 to date, on the Philanthropy Strategy Review.

RECEIVED

**16. RESULTS OF SURVEY OF CITY RESIDENTS AND WORKERS**

The Committee received a report of the Deputy Town Clerk summarising key findings from a survey of City residents and workers.

RECEIVED

**17. ENGAGEMENT STRATEGY WITH WORLD ECONOMIC FORUM (WEF) UPDATE**

The Committee received a report of the Director of Innovation and Growth providing an update on the World Economic Forum Annual Meeting in Davos from 16-19 January 2023.

RECEIVED

**18. PROTECT DUTY (MARTYN'S LAW) UPDATE**

The Committee received a report presenting a joint briefing from the Commissioner of City of London Police and Executive Director Environment summarising the current position with the Protect Duty, from now on known as Martyn's Law, and how the Force was working with partners to signpost advice on the Duty in a timely fashion.

RECEIVED

**19. POLICY AND RESOURCES CONTINGENCY/DISCRETIONARY FUNDS**

The Committee received a report of the Chamberlain providing a schedule of projects and activities which have received funding from the Policy Initiatives



Fund, Policy and Resources Committee's Contingency Fund, Committee's Project Reserve and COVID19 Contingency Fund for 2022/23 and future years with details of expenditure in 2022/23.

RECEIVED

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

There were none.

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

The Chairman referred to one additional item of urgent business as follows:

**Fleet Street BID**

The Chairman referred to a City Corporation observer vacancy on Fleet Street BID that had come about following Martha Grekos' resignation from the Court of Common Council. The Aldermen for all three Wards in Fleet Street Quarter have agreed on Eamon Mullaly as a single candidate to promote as Member observer on the Fleet Street BID.

Both the Chairman and Chief Executive of Fleet Street Bid have been appraised of the situation and indicated that they would welcome Eamon Mullaly as the City Corporation's representative.

The Chairman proposed approving Eamon Mullaly as the City Corporation's Member Observer on the Fleet Street BID and allow for his representation at the Fleet Street Quarter Board meeting taking place on 1<sup>st</sup> March 2023.

RESOLVED: That Members: -

- Agree to the appointment of Eamon Mullaly as the City Corporation's Member Observer on the Fleet Street BID.

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 the Schedule 12A of the Local Government Act.

**Part 2 – Non-Public Agenda**

23. **NON-PUBLIC MINUTES**

- a) The non-public minutes of the Policy and Resources Committee meeting held on 19th January 2023 were agreed.
- b) The non-public minutes of the Capital Buildings Board meeting held on 16 November 2022 were noted.

- c) The non-public minutes of the Resource Allocation Sub-Committee meeting held on 1st December 2022 were noted.
  - d) The non-public minutes of the Civic Affairs Sub-Committee meeting held on 6th December 2022 were noted.
  - e) The non-public minutes of the Communications and Corporate Affairs Sub-Committee meeting held on 12 December 2022 were noted.
  - f) The non-public minutes of the Operational Property and Projects Sub-Committee meeting held on 26 January 2023 were noted.
24. **ESTABLISHING CITY OF LONDON'S PERMANENT US PRESENCE**  
The Committee considered a report of the Executive Director of Innovation and Growth relating to establishing a City of London permanent presence in the US.
25. **LONDON SYMPHONY ORCHESTRA AGREEMENT**  
The Committee considered a report of the Chief Operating Officer of the Barbican Centre relating to a London Symphony Orchestra Agreement.
26. **MUSEUM OF LONDON RELOCATION PROGRAMME: UPDATE**  
The Committee considered a report of the City Surveyor relating to a Museum of London Relocation Programme update.
27. **INDEPENDENT SCHOOLS FORWARD PLANNING**  
Members noted this item had been withdrawn.
28. **GUILDHALL COMPLEX REFURBISHMENT OPTIONS FOR THE NORTH AND WEST WINGS**
- a) **Guildhall Complex - Refurbishment Options for the North and West Wings**  
The Committee considered a report of the City Surveyor relating to Guildhall Complex refurbishment options for the North and West Wings.
  - b) **Guildhall Complex - Refurbishment Options for the North and West Wings**  
The Committee received a background report to be read in conjunction with item 28a.
29. **CITY FUND INVESTMENT PORTFOLIO - ANNUAL UPDATE & STRATEGY REPORT**  
The Committee received a report of the City Surveyor presenting a City Fund Investment Portfolio annual update.
30. **STRATEGIC PROPERTY ESTATE (CITY FUND & CITY'S CASH ESTATE) - ANNUAL UPDATE & STRATEGY FOR 2023/2024 TO 2027/28**  
The Committee received a report of the City Surveyor presenting a Strategic Property Estate annual update.

31. **CITY'S ESTATE: 2023 INVESTMENT PROPERTY PORTFOLIO STRATEGY**  
The Committee received a report of the City Surveyor presenting a City's Estate 2023 Investment Property Portfolio strategy.
32. **MAJOR PROJECTS - HIGH LEVEL FORECASTS AND CASH FLOW**  
The Committee received a report of the Chamberlain providing an update on major projects high level forecasts and cash flow.
33. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
There were none.
34. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED.**  
There was one additional item of business as follows:

**Museum of London Grant** – The Chamberlain provided an oral update relating to a Museum of London grant.

### **Part 3 – Confidential Agenda**

35. **MINUTES**  
The Committee considered the following minutes:
- a) The confidential minutes of the Civic Affairs Sub-Committee meeting held on 6 December 2022 were noted.
36. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS.**  
The Committee received a report of the Town Clerk detailing a decision taken under delegated authority or urgency procedure in accordance with Standing Order Nos. 41(a) and 41(b).

**The meeting ended at 3.54pm**

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Chairman

**Contact Officer: Polly Dunn**  
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