



Policy and Resources Committee

Date: THURSDAY, 11 MAY 2023

Time: 1.45 pm

Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Munsur Ali	The Rt. Hon. The Lord Mayor, Nicholas Lyons (Ex-Officio Member)
Deputy Rehana Ameer	Alderman Professor Michael Mainelli
Deputy Randall Anderson (Ex-Officio Member)	Paul Martinelli
Deputy Keith Bottomley	Catherine McGuinness
Tijs Broeke	Deputy Andrien Meyers
Deputy Henry Colthurst (Ex-Officio Member)	Deputy Brian Mooney
Helen Fentimen	Deputy Alastair Moss (Ex-Officio Member)
Deputy Marianne Fredericks	Benjamin Murphy
Jason Groves	Alderman Sir William Russell
Alderman Timothy Hailes	Ruby Sayed (Ex-Officio Member)
Caroline Haines	Tom Sleigh
Deputy Christopher Hayward	Deputy Sir Michael Snyder
Deputy Ann Holmes, Chief Commoner (Ex-Officio Member)	Deputy James Thomson
Wendy Hyde (Ex-Officio Member)	James Tumbridge
Deputy Shravan Joshi	Deputy Philip Woodhouse
Alderman Ian David Luder	

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Ian Thomas
Town Clerk and Chief Executive

AGENDA

NB: Certain items presented for information have been marked * and will be taken without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to the start of the meeting. These for information items have been collated into a supplementary agenda pack and circulated separately.

Part 1 - Public Agenda

1. **APOLOGIES**

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

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

To receive the Order of the Court of Common Council dated 27th April 2023, appointing the Committee and setting its Terms of Reference.

For Information
(Pages 7 - 10)

4. **ELECTION OF CHAIR**

To elect a Chair in accordance with Standing Order No. 29.

For Decision

5. **ELECTION OF DEPUTY CHAIR**

To elect a Deputy Chair in accordance with Standing Order No. 30.

For Decision

6. **ELECTION OF VICE CHAIRS**

To elect two vice Chairs in accordance with Standing Order No. 30.

For Decision

7. **MINUTES**

To consider minutes as follows:-

- a) To agree the public minutes of the Policy and Resources Committee meeting held on 20th April 2023 (Pages 11 - 20)

8. **APPOINTMENTS TO SUB-COMMITTEES, BOARDS AND REPRESENTATIVES ON OTHER COMMITTEES**

Report of the Town Clerk.

For Decision
(Pages 21 - 56)

9. **MEMBER OBSERVERS ON BUSINESS IMPROVEMENT DISTRICT BOARDS**

Report of the Executive Director Environment.

For Decision
(Pages 57 - 62)

10. *** MIPIIM PROPERTY CONFERENCE 2023**

Joint report of the Executive Director of Environment and City Surveyor.

For Information

11. *** DESTINATION BRAND IDENTITY AND DESTINATION WEBSITE**

Report of the Executive Director of Innovation and Growth.

For Information

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

Report of the Deputy Town Clerk.

For Information

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

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

15. **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.

Part 2 - Non-Public Agenda

16. NON-PUBLIC MINUTES

To consider non-public minutes of meetings as follows:-

- a) To agree the non-public minutes of the Policy and Resources Committee meeting held on 20th April 2023 (Pages 63 - 66)

17. CENTRAL CRIMINAL COURT PLANT REPLACEMENT: PHASE 5

Report of the City Surveyor.

For Decision
(Pages 67 - 94)

18. BARBICAN RENEWAL - NEXT PHASE FUNDING REQUEST

Joint report of the Chief Executive Officer Barbican, City Surveyor and Chamberlain.

For Decision
(Pages 95 - 150)

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

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

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Agenda Item 3

LYONS, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 27 th April 2023, doth hereby appoint the following Committee until the first meeting of the Court in April, 2024.
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POLICY & RESOURCES COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of,
 - four Aldermen nominated by the Court of Aldermen
 - 20 Commoners elected by the Court of Common Council, at least four of whom shall have fewer than 10 years' service on the Court, and two of whom shall be residents (NB. these categories are not exclusive i.e. one Member can fulfil both criteria)
 - the following ex-officio Members:-
 - The Right Honourable the Lord Mayor for the time being
 - The Chief Commoner
 - Such Members of the Court of Common Council as have seats in ParliamentThe Chairmen of the following Committees:-
 - Finance
 - Planning & Transportation
 - Port Health & Environmental Services
 - Police
 - Community & Children's Services
 - Corporate Services
 - Barbican Centre
 - Culture, Heritage and Libraries
 - Investment CommitteeThe Deputy Chairman of the Finance Committee
2. **Quorum**
The quorum consists of any nine Members.
3. **Membership 2023/24**

ALDERMEN

- 7 Timothy Russell Hailes, J.P.
- 8 Ian David Luder, J.P.
- 2 Michael Raymond Mainelli
- 7 Sir William Anthony Bowater Russell

COMMONERS

- 4 (4) Rehana Banu Ameer, Deputy
- 12 (4) Marianne Bernadette Fredericks, Deputy
- 19 (4) Catherine Sidony McGuinness, C.B.E.
- 4 (4) Andrien Gereith Dominic Meyers, Deputy
- 8 (4) Thomas Charles Christopher Sleigh
- 7 (3) Keith David Forbes Bottomley, Deputy
- 7 (3) Christopher Michael Hayward, Deputy
- 7 (3) Caroline Wilma Haines
- 29 (3) Sir Michael Snyder, Deputy
- 7 (3) Philip Woodhouse, Deputy
- 2 (2) Munsur Ali
- 6 (2) Tijs Broeke
- 2 (2) Brian Desmond Francis Mooney, Deputy
- 2 (2) Benjamin Daniel Murphy
- 6 (2) James Richard Tumbridge
- 1 (1) Helen Fentimen
- 1 (1) Jason Groves
- 5 (1) Deputy Shravan Joshi
- 1 (1) Paul Martinelli
- 2 (1) Deputy James Thomson

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

General

- (a) considering matters of policy and strategic importance to the City of London Corporation including matters referred to it by other Committees and/or Chief Officers;
- (b) the review and co-ordination of the governance of the City of London Corporation including its Committees, Standing Orders and Outside Bodies Scheme, reporting as necessary to the Court of Common Council, together with the City Corporation's overall organisation and administration;
- (c) overseeing, generally, the security of the City and the City of London Corporation's security and emergency planning;
- (d) the support and promotion of the City of London as the world leader in international financial and business services and to oversee, generally, the City of London Corporation's economic development activities, communications strategy and public relations activities;
- (e) the use of the City's Armorial bearings;
- (f) the appointment of the City Surveyor;
- (g) general matters not otherwise expressly provided for within the terms of reference of any other Committee;
- (h) the functions of the Court of Common Council as walkway authority and under Part II of the City of London (Various Powers) Act 1967 (excluding the declaration, alteration and discontinuance of City Walkway) for the purposes of promoting works to the Barbican Podium;
- (i) approving the City Corporation's annual contribution to the London Councils' Grants Scheme and agreeing, alongside other constituent councils, the proposed overall budget;
- (j) making recommendations to the Court of Common Council in respect of:
 - (i) the appointment of the Town Clerk & Chief Executive, Comptroller & City Solicitor and Remembrancer;
 - (ii) the Corporate Plan, Community Strategy, and other corporate strategies, statements or resolutions;
 - (iii) the issuing of levies to all the constituent councils for their contributions to the London Councils' Grants Scheme, for which the Court of Common Council is a levying body; and
 - (iv) the promotion of legislation and, where appropriate, byelaws;

Resource Allocation

- (k) determining resource allocation in accordance with the City of London Corporation's strategic policies;

Corporate Assets

- (l) (i) determining the overall use of the Guildhall Complex; and
(ii) approving overall strategy and policy in respect of the City Corporation's assets;

Projects

- (m) scrutiny and oversight of the management of major projects and programmes of work, including considering all proposals for capital and supplementary revenue projects, and determining whether projects should be included in the capital and supplementary revenue programme as well as the phasing of any expenditure;

Hospitality

- (n) arrangements for the provision of hospitality on behalf of the City of London Corporation;

Privileges

- (o) Members' privileges, facilities and development;

Sustainability

- (p) strategies and initiatives in relation to sustainability;

Business Improvement Districts

- (q) responsibility for the functions of the BID Proposer and BID Body (as approved by the Court of Common Council in October 2014);

Sub-Committees

- (r) appointing such Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
 - * Resource Allocation
 - Communications & Corporate Affairs
 - Freedom Applications
 - Capital Buildings
 - Competitiveness
 - † Civic Affairs
 - Member Development & Standards
 - Operational Property and Projects (jointly with the Finance Committee)
 - Equality, Diversity and Inclusion

* The constitution of the Resource Allocation Sub Committee is set by the Court of Common Council and comprises the Chairman and Deputy Chairmen of the Grand Committee, past Chairmen of the Grand Committee providing that

they are Members of the Committee at that time, the Chairman of the General Purposes Committee of Aldermen, the Chairman and Deputy Chairman of the Finance Committee, the Chairman of the Establishment Committee, the Senior Alderman below the Chair and six Members appointed by the Grand Committee.

† the Sub Committees responsible for hospitality and Members' privileges shall be able to report directly to the Court of Common Council and the Chair able to address reports and respond to matters in the Court associated with these activities.

(s) **Standards and Code of Conduct**

Following the decision of the Court of Common Council on 14 January 2021, the Committee have interim responsibility for the following matters, previously under the purview of the Standards Committee, until such time as the Court determines otherwise:-

- (i) promoting and maintaining high standards of conduct by Members and Co-opted Members of the City of London Corporation and to assist Members and Co-opted Members to observe the City of London Corporation's Code of Conduct;
- (ii) preparing, keeping under review and monitoring the City of London Corporation's Member Code of Conduct and making recommendations to the Court of Common Council in respect of the adoption or revision, as appropriate, of such Code of Conduct;
- (iii) keeping under review, monitoring and revising as appropriate the City of London Corporation's Guidance to Members on the Code of Conduct;
- (iv) keeping under review by way of an annual update by the Director of HR, the City of London Corporation's Employee Code of Conduct and, in relation to any revisions, making recommendations to the Establishment Committee;
- (v) keeping under review and monitoring the Protocol on Member/Officer Relations and, in relation to any revisions, making recommendations to the Establishment Committee;
- (vi) advising and training Members and Co-opted Members on matters relating to the City of London Corporation's Code of Conduct.

(t) **Freedom Applications**

Responsibility for all matters relating to Freedom Applications;

(u) **Capital Buildings**

Responsibility for major capital building projects (defined as projects for new or substantially refurbished buildings or associated preparatory works and enabling projects with an estimated budget of £100 million or more, or which have been otherwise referred to the Committee) which have been approved in principle by the Court of Common Council and are being directly delivered by the City of London Corporation;

(v) **Operational Property and Projects (joint with Finance Committee)**

The Operational Property and Projects Sub Committee is responsible for the effective and sustainable management and strategic plans for the City of London Corporation's operational property portfolio; this includes the monitoring of capital projects, acquisitions and disposals, and the upkeep, maintenance and, where appropriate, furnishing for operational properties (including the Guildhall Complex). In addition, the Sub Committee is responsible for strategies, performance, and monitoring initiatives in relation to energy usage, and for monitoring and advising on bids for Heritage Lottery funding.

It provides dedicated scrutiny for all City Corporation and City of London Police procurement contracts above £2m, with a view to driving value for money;

Benefices

- (w) All matters relating to the City's obligations for its various benefices.

Equality Diversity and Inclusion

- (x) To have oversight of the City of London Corporation's policies and practices in respect of equality and inclusion, including the implementation of the Equality Act 2010 and other relevant legislation through the establishment of the Equality, Diversity and Inclusion Sub Committee.

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POLICY AND RESOURCES COMMITTEE **Thursday, 20 April 2023**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 20 April 2023 at 1.45 pm

Present

Members:

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

In attendance (in Guildhall)

Madush Gupta
Mathew Bell

In attendance (observing online)

Helen Fentimen
Paul Martinelli
Benjamin Murphy
Mark Bostock
Ruby Sayed

Officers:

Michael Cogher	- Comptroller and City Solicitor and Deputy Chief Executive
Paul Double	- City Remembrancer
Paul Wilkinson	- City Surveyor

Caroline Al-Beyerty
Damian Nussbaum

Bob Roberts
Gregory Moore

Ian Thomas
Polly Dunn, Clerk
Jen Beckermann

Dionne Corradine
Ben Dixon
David Mendoza-Wolfson
Damian Nussbaum

Chris Rumbles
Paul Wright
Luciana Magliocco
Emma Moore
Genine Whitehorn
Ian Hughes
Mark Lowman
Jacqueline Watson
John Cater
Clare Chamberlain

Mathew Cooper
Charlotte Dos Santos
Joe Kingston
John Park
Paul Betts
Salem Yousra
Philip Saunders

Gemma Stokley

- The Chamberlain
- Executive Director of Innovation & Growth
- Deputy Town Clerk
- Assistant Town Clerk and Executive Director, Governance & Member Services
- Town Clerk & Chief Executive
- Town Clerk's Department
- Executive Director and Private Secretary to the Chairman of Policy and Resources Committee
- Chief Strategy Officer
- Deputy Town Clerk's Department
- Deputy Town Clerk's Department
- Executive Director of Innovation and Growth
- Town Clerk's Department
- Deputy Remembrancer
- Innovation and Growth Department
- Chief Operating Officer
- Chief Operating Officer's Department
- Environment Department
- City Surveyor's Department
- Environment Department
- Chief Operating Officer's Department
- Interim Executive Director of Community and Children's Services
- Deputy Town Clerk's Department
- Innovation and Growth Department
- Environment Department
- Deputy Town Clerk's Department
- City of London Police
- Innovation and Growth Department
- Interim Executive Director of Communications and External Affairs
- Town Clerk's Department

1. **APOLOGIES**

Apologies were received from The Rt Hon The Lord Mayor Nicholas Lyons and James Tumbridge.

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

There were none.

3. **MINUTES**

- a) The public minutes of the Policy and Resources Committee meeting on 23 March 2023 were approved.
- b) The public minutes of the Communications and Corporate Affairs Sub-Committee meeting on 14 February 2023 were noted.
- c) The public minutes of the Operational Property and Projects Sub-Committee meeting on 6 March 2023 were noted.

4. **RESOLUTION OF BARBICAN RESIDENTIAL COMMITTEE**

The Committee considered a resolution of Barbican Residential Committee proposing the creation of a Barbican Strategy Group to facilitate a joined-up approach to the future of the Grade II listed Barbican Estate.

The Chairman introduced the item, provided background on the proposal and confirmed that it would not be possible to approve the creation of such a group today without detail of its proposed terms of reference, composition, purpose and resourcing implications. The Chairman added how there was the potential of what was being proposed going beyond the remit and authority of Barbican Residential Committee and of there being a need to consult all relevant stakeholders.

During the discussion that followed, the Executive Director of Community and Children's Services confirmed that she would welcome the establishment of such a group, whilst acknowledging that its terms of reference and scope would need agreeing given the potential of certain projects going beyond the remit of Barbican Residential Committee alone. There was an acknowledgement of a need to engage all stakeholders on the creation a Strategy Group to allow for a range of views to be considered.

The Chairman agreed on the potential for crossover from the work of one Committee to another and stressed that it would be appropriate for all relevant Committees, stakeholders and departments to be consulted. The Chairman proposed the Executive Director of Community and Children's Services be asked to consult with relevant stakeholders as appropriate and come back with a formal proposal on the creation of a Barbican Strategy Group, with Members endorsing this approach.

RESOLVED: That Members; -

- Note the resolution of Barbican Residential Committee relating to creation a Barbican Strategy Group.
- Instruct the Executive Director of Community and Children's Services to consult all relevant stakeholders and come back with a formal proposal relating to a Barbican Strategy Group detailing composition, purpose, terms of reference and resourcing implications.

5. **RESOLUTION OF BARBICAN RESIDENTIAL COMMITTEE**

The Committee considered a resolution of Barbican Residential Committee relating to the removal of ward newsletters in responding to Delivering the Residential Rest and proposing a level of consultation on all future decisions of Policy and Resources Committee that would be expected to impact on Barbican Estate Residents, and with other Committees being consulted as appropriate.

The Chairman confirmed that removal of the ward newsletters and mitigations that may be required as a result would be considered at an appropriate point in time.

A Member remarked on their surprise at learning that hard copy Ward newsletters had been removed, with this potentially having a further impact on the digital divide. The Deputy Town Clerk responded and reminded Members of the previous decisions taken by Communications and Corporate Affairs Sub-Committee and Policy and Resources Committee to remove hard copy Ward newsletters, whilst offering an assurance that this decision had not resulted in the removal of all hard copy communications going to residents. A range of other communications would be going out and mitigations were in place to ensure an appropriate level of communications were being maintained. The Deputy Town Clerk agreed to circulate information to the Member on the mitigations that were in place.

There was concern expressed in agreeing today consultation on future decisions of Policy and Resources Committee with all committees that may be impacted, with the precedent this would set and the implications it would present in terms of timing and governance. The Chairman noted this point and added how it was important not to add a level of bureaucracy with decisions that were being taken.

A Member, also Chairman of Communications and Corporate Affairs Sub-Committee referred to the appointment of a new Executive Director of Communications and External Affairs, with an early priority being to bring forward a communications strategy. Removal of printed ward newsletters had been done to create space in this area and to put other communication channels in its place, with all communications channels needing to be effective. This would be considered further as part of the communications strategy in determining how to engage effectively with all stakeholders moving forwards.

The Deputy Town Clerk added how Barbican Residential Committee's terms of reference already committed them to being a formal channel of communication between the tenants and the City of London Corporation through taking a partnership approach.

RESOLVED: That Members: -

- Note the resolution of Barbican Residential Committee and the actions and mitigations that were already in place to address the points had raised.

6. **REVISED CIVIC AFFAIRS SUB-COMMITTEE TERMS OF REFERENCE**

The Committee considered a report of the Deputy Town Clerk presenting revised terms of reference for Civic Affairs Sub-Committee.

The Chairman referred to recommendations within the report coming from different sources, with the first proposal relating to the overall separation of Standards and Member Learning and Development responsibilities that had already been agreed by this Committee, with Members offering their endorsement of this proposal.

Members proceeded to consider and discuss the proposed composition of the Member Learning and Development Steering Group and its size, with Members concluding that they were content with the Membership as had been set out within the report.

The Chairman referred Members' attention to changes that had been proposed by the current Civic Affairs Sub-Committee to their terms of reference and composition.

Brian Mooney put forward a motion proposing an amendment to the composition of Civic Affairs Sub-Committee from 'The Chairman to be the Chairman of Policy and Resources Committee or their nominee' to 'The Chair to be the Chief Commoner and the Deputy Chair to be the immediate past Chief Commoner', with Wendy Mead seconding the motion.

Members debated the amendment, with a range of views expressed and following which a vote was held and with there being 6 Members voting for the proposed amendment and 15 voting against it. As such, the amendment was not carried.

Members proceeded to consider the remaining two areas and further proposals relating to Civic Affairs Sub-Committee, with a Member expressing his surprise at a proposal that would see the Sub-Committee halving its remit, whilst expanding its Membership. Questions were also raised regarding a proposal to outsource Policy and Resources Committee places on the Sub-Committee to the wider Court, with it being a Sub-Committee of Policy and Resources Committee. It was suggested that Members should either be fully elected by the Court or should be Policy and Resources representatives.

Alderman Ian Luder acknowledged and agreed with the points raised and put forward a motion that Policy and Resources Committee representatives on Civic Affairs Sub-Committee should be maintained as being 'four Members of Policy and Resources Committee elected by Policy and Resources Committee', with this being seconded by Tijs Broeke. Alderman Luder's proposal was carried by a majority and approved.

The Chairman referred to the remaining consideration relating to the retiring Chief Commoner's length of term on the Sub-Committee. Ian Luder put forward a motion, seconded by Tijs Broeke that the 'immediate past Chief

Commoner should come of the Sub-Committee at the point of election of the Chief Commoner.'

A vote followed, with 9 Members voting in support of the amendment and 14 Members voting against. As such, the motion and proposed amendment was not carried.

Members proceeded to consider the proposals and resolved to: -

- Approve the terms of reference of Civic Affairs Sub-Committee; agreeing that the Immediate Past Chief Commoner would remain on for the entire civic year after their successor had taken post; agreeing that Policy and Resources Committee representatives should be maintained as being 'four Members of Policy and Resources Committee elected by Policy and Resources Committee'; agreeing that the Chairman of Finance be allowed to appoint a nominee to the Sub-Committee.
- Approve the name, draft terms of reference, composition and regularity of meetings of the Member Development Sub-Committee, as set out in Appendix 2.
- Approve delegated authority being granted to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to make any final amendments ahead of the May Policy & Resources Committee meeting.

7. ANTI-TERRORISM TRAFFIC REGULATION ORDER

The Committee considered a report of the Executive Director, Environment Department, concerning the City's permanent Anti-Terrorism Traffic Regulation Order (ATTRO).

RESOLVED: That Members: -

- Approve the continuation of the Anti-Terrorism Traffic Regulation Order subject to a further review in three years' time.

8. YEAR 2 QUARTER 4 UPDATE ON CLIMATE ACTION STRATEGY & YEAR 3 PLAN

The Committee considered a report of the Executive Director of Innovation and Growth updating on results of the planned quarter 3 activities of the second year of the Climate Action Strategy programme.

RESOLVED: That Members: -

- Note the progress, risks and issues arising between January and March 2023 of year 2 of implementing the Climate Action Strategy.
- Approve the drawdown of funds for implementation of the Climate Action Strategy in FY23-24 as set out in Table 2 from that original budget envelope. This represents portions for City Fund (£13.46m) and City's Cash (£4.84m).
- Note the potential risks to the 2027 target.
- Note that the achievement of our targets for Scope 3 and the Square Mile needs continuous and focused attention but no additional resources beyond the original budget envelope.

9. **DRAFT STATEMENT OF ETHICAL POLICY**

The Committee considered a report of the Deputy Town Clerk seeking approval of a statement of ethical policy.

RESOLVED: That Members: -

- Approve the content of the ethical policy statement at Appendix 1 for onwards agreement at Court of Common Council.

10. **DRAFT EQUALITY OBJECTIVES CONSULTATION**

The Committee considered a report of the Chief Operating Officer relating to external consultation on Equality Objectives 2023 to 2027 for the City of London Corporation.

RESOLVED: That Members: -

- Agreed that, subject to comments and amendments made by both Policy and Resources and Corporate Services, external consultation can commence on the proposed Equality Objectives 2023 to 2027 as set out in the attached timeline.

11. **DESTINATION CITY - 2023 BARTHOLOMEW FAIR**

The Committee considered a report of the Executive Director of Innovation and Growth relating to a Bartholomew Fair event to be held in Autumn 2023.

During the discussion that followed Members offered their support for the proposal. There were a number of observations highlighted including the importance of KPIs being worked up, targeting different audiences and groups, detailing the costs associated to each area of work, prioritising which groups to target, looking at achieving greater numbers of people in the City over a weekend, laying down a foundation of wayfinding through providing layered information on the website and allowing people to walk through the City and see all the different layers and capture the history.

Members noted the intention to launch an app directed at visitors attending the Lord Mayor's Show that would also prove helpful to people coming into the city throughout the year.

The Director of Innovation and Growth responded confirming there had been a renewed focus on the purpose of events, in considering holding fewer events and making these more impactful by spanning them across a four-week period and with people wanting to come back into the City. Work remained ongoing through key partners and content providers, focussing on a core audience of visitors into the City and focussing a large part of the marketing budget on a European and international audience through tourism channels. Further work was also taking place on brand identity and wayfinding and this would be reported back at an appropriate point.

It was suggested that future reporting should include relevant budgetary information, with a number of Members expressing an interest in understanding the overall costs attached to each area.

RESOLVED: That Members: -

- Approve the Bartholomew Fair Autumn 2023 proposal.

12. POLICY LEADS QUARTERLY REPORT OF ACTIVITIES

The Committee considered a report of the Deputy Town Clerk setting out activities undertaken by Policy Leads during the previous quarter.

RECEIVED

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

Children at events – Tijs Broeke questioned whether more flexibility could be afforded to Members in allowing younger children to attend events during a weekend or in the daytime. In response a Member, also Chair of Civic Affairs Sub-Committee, confirmed that they would be happy to raise the issue with Members of Civic Affairs Sub-Committee in seeking their view on the general principle of whether certain City Corporation events could be more family friendly, recognising changes to Court of Common Council over the years and with a number of Members having young children.

Business Support - Ian Luder referred to a number of concerns raised with him by business constituents concerning the impact of external competition in the legal world from the Far East and Europe. The Member questioned whether the Chairman would agree on it being an important priority for the City Corporation in using its convening power within this sector to understand the issues they were facing and to consider how these can be addressed.

The Chairman thanked the Member for his question and agreed on the point raised, adding how the City Corporation already used its convening power to work in support of Financial and Professional Services. The Chairman asked the Executive Director of Innovation and Growth to consider how the City Corporation can work in support of legal services moving forwards. A Member, also Chairman of Finance Committee, proposed including the insurance sector in any work that may be undertaken, with the Chairman in agreement with this.

14. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no additional items of business.

15. 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.

16. **NON-PUBLIC MINUTES**

- a) The non-public minutes of the Policy and Resources Committee meeting on 23 March 2023 were approved as an accurate record.
- b) The non-public minutes of the Operational Property and Projects Sub-Committee meeting on 6 March 2023 were noted.

17. **COMMUNITY INFRASTRUCTURE LEVY AND ON-STREET PARKING RESERVE GOVERNANCE**

The Committee considered a report of the Executive Director Environment, relating to Community Infrastructure Levy and On-Street Parking Reserve Governance.

18. **COMMUNITY INFRASTRUCTURE LEVY AND ON STREET PARKING RESERVE FUNDING BIDS - FOR DECISION**

The Committee considered a report of the Executive Director Environment relating to Community Infrastructure Levy and On-Street Parking Reserve funding bids.

19. **TRANSITION FINANCE COMPETITIVENESS TASKFORCE**

The Committee considered a report of Executive Director of Innovation and Growth relating to a Transition Finance Competitiveness Taskforce.

20. **DESTINATION CITY - 2023 BARTHOLOMEW FAIR**

The Committee received a non-public appendix to be read in conjunction with item 11.

21. **MAJOR PROJECTS - HIGH LEVEL FORECAST AND CASHFLOW**

The Committee received a report of the Chamberlain providing a Major Projects – High-level Cash Flow Forecast.

22. **MAJOR PROGRAMMES OFFICE - DASHBOARD REPORT**

The Committee considered a report of the Chief Operating Officer providing a Major Programmes Office dashboard.

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

A question was raised regarding the Suicide Prevention Strategy.

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

There were no additional items of business.

25. **MINUTES**

- a) The confidential minutes of the Policy and Resources Committee meeting on 23 March 2023 were approved as an accurate record.

The meeting ended at 3.15pm

Chairman

Contact Officer: Polly Dunn
polly.dunn@cityoflondon.gov.uk

Committee(s)	Dated:
Policy & Resources Committee	11 May 2023
Subject: Appointments to Sub-Committees, Boards and Representatives on other Committees	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	3, 8, 10
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	NA
What is the source of Funding?	NA
Has this Funding Source been agreed with the Chamberlain's Department?	NA
Report of: The Town Clerk & Chief Executive	For Decision
Report author: Polly Dunn, Principal Governance and Member Services Manager	

Summary

The appointment, composition and terms of reference of the Policy & Resources Committee's sub-committees are considered annually, together with the appointment of its representatives on other City Corporation Committees. The opportunity is also taken to review the frequency of the Committee's meetings. Following their introduction in October 2022, the Committee is also now invited to re-appoint their Lead Members.

Following the various approvals undertaken by this Committee and the Court of Common Council, Policy & Resources Committee will have following sub-committees:-

- a) Resource Allocation Sub-Committee
- b) Communications and Corporate Affairs Sub-Committee;
- c) Civic Affairs Sub-Committee;
- d) Member Development and Standards Sub-Committee;
- e) Capital Buildings Board;
- f) Freedom Applications Sub-Committee;
- g) Equality, Diversity and Inclusion Sub-Committee;
- h) Operational Property and Projects Sub-Committee (joint with Finance Committee);
- i) Competitiveness Advisory Board.

The Committee also appoints representatives to serve on a number of other City Corporation committees and sub-committees.

The Committee also appoints Lead Members covering six key themes.

For ease of reference, details of the composition and terms of reference of the Committees, Boards and Sub-committees are set out in the Appendices A-I to this report

together with the details of the representatives appointed to serve elsewhere (Appendix J).

Recommendations

It is recommended that:-

1. Consideration be given to the appointment, composition and terms of reference of the following sub-committees for the ensuing year:-
 - a) Resource Allocation Sub-Committee
 - b) Communications and Corporate Affairs Sub-Committee;
 - c) Civic Affairs Sub-Committee;
 - d) Member Development and Standards Sub-Committee;
 - e) Capital Buildings Board;
 - f) Freedom Applications Sub-Committee;
 - g) Equality, Diversity and Inclusion Sub-Committee;
 - h) Operational Property and Projects Sub-Committee (joint with Finance Committee);
 - i) Competitiveness Advisory Board.
2. Consideration be given to the new SO27(4) and whether any vacancies appointed to by the Court of Common Council, should be advertised for more than a one year term.
3. In line with the newly revised SO27(2), Members endorse the nominee of the Chairman for the Chairmanship of each Sub-Committee, to be presented on the day (not including the Member Development and Standards Sub-Committee – which is subject to separate arrangements)
4. Members note that, subject to their constitution, action will be taken to advertise any sub-committee vacancies to be filled by other Committees (and/or the Court).
5. Members be appointed to represent the Committee on each of the following:-
 - Audit and Risk Management Committee
 - Barbican Centre Board
 - Education Board
 - Local Plans Sub (Planning) Committee
 - Economic & Cyber Crime (Police Authority Board) Committee(see Appendix K for 2022/23 appointments).
6. Representatives be appointed for informal consultation with the Court of Aldermen and the Finance Committee on Mayoralty and Shrievalty Allowances (see Appendix K for 2022/23 appointments); and,
7. Members re-appoint the six Lead Members for: Sustainability, Sports Engagement, SMEs, Innovation in Technology, Advanced Markets and Emerging (High Growth) Markets, as set out in appendix J (see Appendix K for 2022/23 appointments).

Main Report

Background

1. This report considers the appointment, terms of reference and composition of the Policy & Resources Committee's sub-committee. It no longer has any working parties. It also sets out details of the representatives the Committee is requested to appoint to serve on other City Corporation bodies.
2. Unlike previous years, this report now also contains the appointments for Policy Leads. These were new roles originally established by this Committee in October 2023.
3. The Committee is also required to review the frequency of its meetings. It usually meets on a monthly basis (with the exception of recess periods) but last year it met thirteen times, with one meeting cancellation influenced by the death of Queen Elizabeth II.

Current Position

4. There are a number of specific areas of the Committee's work which it has historically determined require greater focus and for which it has created sub-committees. As a result of the conclusion of the Governance Review, the Light Touch Governance Review and subsequent discussions by this Committee and the Court of Common Council, the current proposed suite of Sub-Committees are detailed below, with changes for this civic year summarised:-

Sub-Committees	Summary of changes from 2022/23
Resource Allocation	No changes.
Communication and Corporate Affairs	No changes.
Civic Affairs	Member Learning and Development and Standards responsibilities to be shared with a new Sub-Committee.
Member Development and Standards	New Sub-Committee arising out of the Light Touch Governance Review.
Capital Buildings	No changes. A larger review on all projects and major project governance is underway.
Freedom Applications	No changes.
Equality Diversity and Inclusion	No changes to responsibilities. It is now no longer a joint sub with Corporate Services. It now reports solely into P&R.
Operational Property and Projects	No changes. A larger review on all projects and major project governance is underway.
Competitiveness Advisory	No changes.

4. The Chair (or their nominee) serves in an ex-officio capacity on all the Sub-Committees. On a number, the Sub-Committees, it is proposed that in order to share

responsibility and oversight, the Deputy Chairman or one of the two Vice Chairmen also serve in an ex-officio capacity. Who will act as a representative on each will be determined by the Chairman in discussion with the Deputy and two Vices. All three Deputies will serve on the Resource Allocation and Communication Sub-Committees.

5. Each of the Committee's proposed Sub-Committees and Boards, and the appointments to other committees are considered in turn below. Details of their terms of reference and proposed composition are set out in the Appendices to this report.

Resource Allocation Sub-Committee (RASC)

6. Determining resource allocation in accordance with the City Corporation's strategies is undertaken on behalf of the Committee by the Resource Allocation Sub-Committee, which also performs the role of a Reference Sub-Committee, in that it considers and makes recommendations on matters referred to it by the Grand Committee. Its constitution is determined by the Court.
7. The full composition and responsibilities can be found at Appendix A.
8. RASC is due to meet monthly (except during recess). It met nine times in 2022/23.
9. There are **six** vacancies on this Sub-Committee to which the Grand Committee is asked to appoint this day.

Communications and Corporate Affairs Sub-Committee (CCASC)

10. This Sub-Committee has recently re-focused on all matters relating to the City Corporation's Public Relations, Public Affairs and Communication activities, including any related plans, policies and strategies.
11. The full composition and responsibilities can be found at Appendix B.
12. Following recent discussions at the Sub and Grand Committee this year, Members supported adding reference to matters relating to the promotion of London to the Terms of Reference. This has therefore been included.
13. CCASC is due to meet quarterly. It met four times in 2022/23.
14. There are **five** vacancies on this Sub-Committee to which the Committee is asked to appoint this day. There are four vacancies from the wider Court to be appointed by the Sub-Committee.

Civic Affairs Sub-Committee (CAS)

15. This is to be re-constituted Sub-Committee which will continue with its work with the exception of Member Learning and Development and Standards, which are to fall to a newly established sub-committee. Now, its areas of responsibility include: Hospitality, Ceremonials, Outside Bodies, Benefices, Member Privileges and Member Financial Assistance,
16. The full composition and responsibilities can be found at Appendix C.
17. CAS met eight times in 2022/23.

18. There are **four places** are filled by this Committee on an annual basis, along with four places reserved for Members not on the Committee, to be appointed by the Court.

Member Development and Standards Sub-Committee (MDSSC)

19. This is a new sub-committee which is due to take on Member Learning and Development and Standards, which previously sat within the remit of the Civic Affairs Sub.
20. The full composition and responsibilities can be found at Appendix D.
21. It is proposed that this new body initially meet quarterly.
22. There are **four places** are filled by this Committee. This is to be supplemented by two nominated Members of the Education Board, two from the Corporate Services Committee and two places reserved for the wider Court membership, to be appointed by the Court.
23. The Chair of this Sub-Committee will be the Chief Commoner. This is a departure from SO 27(2), which is within this Committee's gift to waive.

Capital Buildings Board (CBB)

24. CBB remains responsible for the management and oversight of major capital building projects (i.e. those projects with an estimated budget of £100 million or more), together with other such projects which have been referred to it.
25. The full composition and responsibilities can be found at Appendix E.
26. CBB met seven times in 2022/23 although the frequency of meetings has increased in this calendar year to meet with the increased demand in time-critical decisions required from Major Projects.
27. Last year, the body ceased to be a grand committee and was re-appointed as a sub-committee of P&R. To provide some continuity, it had been proposed that the Membership of the Grand Committee be carried over, with existing Members (Alderman Ian Luder, Alderman Gowman and Deputy Edward Lord) to carry out the remaining one, two, and three year of their term (respectively). Alderman Luder has now served his one year and so this place is now 'vacant'.
28. Subject to their willingness to serve, Alderman Gowman has one year remaining on the Board and Deputy Lord has two years. This will leave three vacancies to be filled by the wider Court membership.
29. The Sub-Committee therefore has **three places** to be filled by the Committee this day.

Freedom Applications Sub-Committee (FASC)

30. FASC is responsible for examining and reporting back on any applications for the Freedom referred to it by the Court of Common Council.
31. The full composition and responsibilities can be found at Appendix F.
32. FASC met five times in 2022/23. There is no proposed change in frequency.
33. As with CBB, to provide some continuity, it was proposed that the Membership of the Grand Committee be carried over for one year. This time has now expired. In addition there are two Members to be elected from and by the Court of Common Council.
34. The Sub-Committee has **one place** to be filled by this Committee. Two further Members are to be elected by the Court of Common Council.

Operational Property and Projects Sub-Committee (OPPS) (joint with Finance Committee)

35. This remains a joint sub-committee with Finance Committee and takes on the responsibilities for projects, corporate assets and procurement. Whilst there are no changes within the terms of reference from 2022/23, a projects governance review is currently underway and as such there may be changes necessary to this sub-committee, in due course.
36. For now, the full composition and responsibilities can be found at Appendix G.
37. OPPSC met 10 times in 2022/23. It will continue to meet monthly subject to the projects governance review outcomes.
38. There are **four** vacancies on this Sub-Committee to which this Grand Committee is asked to appoint. Four further Members are to be appointed by the Finance Committee. Up to two Members are to be co-opted from and by the Court of Common Council.
39. Given the joint nature of this Sub-Committee, it was originally proposed that the Chairman and Deputy Chairman of the Sub-Committee be appointed from and by its Membership at its first meeting. This would be a departure to the newly introduced SO27(2), which dictates that the Chair of a Sub-Committee shall be the Chair of the Grand Committee or their nominee. It is within the Policy and Resources Committee's gift to agree a different approach for the only joint sub-committee. However, keeping the ongoing review in mind, Members may wish to consider directly re-appointing the current Chair and Deputy Chair (Alderman Timothy Hailes and Deputy Rehana Ameer, respectively), subject to the agreement of the Finance Committee. This would ensure continuity in leadership through any anticipated change.

Equality Diversity and Inclusion Sub-Committee

40. This sub-committee recently updated its terms of reference, which are far more comprehensive than when originally established in 2022. It oversees a number of EDI-related matters including monitoring policies and practices, assessing how the

City Corporation tackles prejudice in all forms, Member Diversity and much more. It is no longer a joint sub-committee with Corporate Services.

41. The full composition and responsibilities can be found at Appendix H.
42. EDI met three times in 2022/23. It is due to meet quarterly from now.
43. There are **two** vacancies on this Sub-Committee to which this Grand Committee is asked to appoint. Two further Members will be nominated by the Corporate Services Committee and Two further Members are due to be appointed by the Court of Common Council.

Competitiveness Advisory Board (CAB)

44. This working party was established in March 2021 and focuses on questions of competitiveness. In particular, it offers guidance to officers in their delivery of the Corporation's competitiveness strategy and provides expertise and insight to Policy & Resources on the ingredients of global success of UK Financial and Professional Services.
45. The full composition and responsibilities can be found at Appendix I.
46. There are therefore **no places** to be appointed directly from the membership of the Policy & Resources Committee.
47. It was originally proposed in April 2021, that appointments are to be reviewed by the Policy & Resources Committee, yearly with the expectation that Members serve 3-4 years. Four Members of the Court of Common Council were appointed following an interview process in 2021, which means that these appointments are to be reviewed in more detail over the course of 2024-25. Members are, therefore, invited to consider whether to retain or revisit these appointments for the year ensuing.
48. The Chair of the Policy & Resources Committee will act as Chairman and the Chair of the General Purposes Committee of Aldermen will act as Deputy Chairman.

Terms of Service

49. The new SO27(4) states that: "In instances where the Court of Common Council has appointment rights to a Sub-Committee, these will be made for terms of up to four years (to be determined by the appointing Committee)."
50. Consequently, in respect of the Civic Affairs Sub-Committee, Member Development and Standards Committee, Capital Buildings Board, Freedom Applications Sub-Committee and the Equality Diversity and Inclusion Sub-Committee, Members are invited to consider if they feel that terms should be increased from between one and four years.
51. The benefit to increasing the term is an increased continuity. Where vacancies are determined by the whole Court, there is more scope for wholesale change, which means that newer Members need to familiarise themselves with the work of the sub-committee. This SO allows sub-committees to mimic Grand Committees which helps manage turnover of membership, expertise and knowledge.

52. Members of this Committee may, however, believe that this benefit is outweighed by the need to ensure new input and exposure of wider Court on membership on its sub-committees.

Appointments to other Committees and Sub-Committees

53. Subject to any changes by the respective Grand Committees at their first meetings of the Civic Year, the Policy & Resources Committee is required to appoint representatives to serve on the following Committees, Sub-Committees and Boards:-
- **Audit and Risk Management Committee** (one representative)
 - **Barbican Centre Board** (one representative)
 - **Education Board** (one representative)
 - **Local Development Framework Reference Sub (Planning) Committee** (one representative)
 - **Mayoralty and Shrievalty Allowances** (one representative, for the purposes of consultation with the Court of Aldermen and representatives of the Finance Committee)
 - **Economic & Cyber Crime Committee of the Police Authority Board** (one representative)
54. It is also due to appoint to the **Representatives for Consultation with the Court of Aldermen and Finance Committee Representatives on Mayoralty and Shrievalty Allowances** - This is a joint deputation of representatives comprising Aldermen, the Policy & Resources Committee and the Finance Committee. The deputation is responsible for giving detailed consideration to the allowances for expenses for the offices of the Lord Mayor and the Sheriffs for the coming year. Together with the Chair of the Policy & Resources Committee and the Chief Commoner, there is one further representative from this Committee appointed.
55. It should be noted that, when filling the vacancies referred to above, a ballot will be required where expressions of interest in serving on them exceed the number of vacancies.

Lead Members

56. Lead Members for Sustainability, Sports Engagement, SMEs, Innovation in Technology, Advanced Markets and Emerging (High Growth) Markets, as set out in appendix K, were appointed to in October 2022, for a term ending in May 2023.
57. The Role Description and various criteria for each post is set out in appendix J.
58. The original intention was for these roles to be made for one year. Given it has only been six months since the establishment of the roles, that the Committee is invited to consider rolling-over the appointments of the Members listed in Appendix K, to be reconsidered in October 2023.

Appendices

- A- Resource Allocation Sub-Committee
- B- Communications and Corporate Affairs Sub-Committee;
- C- Civic Affairs Sub-Committee;
- D- Member Development and Standards Sub-Committee;
- E- Capital Buildings Board;
- F- Freedom Applications Sub-Committee;
- G- Equality, Diversity and Inclusion Sub-Committee;
- H- Operational Property and Projects Sub-Committee (joint with Finance Committee);
- I- Competitiveness Advisory Board.
- J- Policy Lead Criteria and Role Specifications
- K- 2022/23 Sub-Committee Membership, Representatives on other Committees and Lead Members

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(A) **Resource Allocation Sub-Committee**

Composition (*the Constitution has been agreed by the Court of Common Council*)

Chairman of the Policy and Resources Committee (Chairman)

Chairman of the Finance Committee (Deputy Chairman)

The Deputy Chairmen of the Policy and Resources Committee

The Deputy Chairman of the Finance Committee

Chairman of the General Purposes Committee of the Court of Aldermen

The Senior Alderman below the Chair

The Chairman of the Corporate Services Committee

Past Chairmen of Policy and Resources Committee providing that they are

Members of the Committee at the time.

Six Members of the Policy and Resources Committee

Terms of Reference

- to recommend to the Grand Committee an appropriate allocation of financial resources in respect of the City Corporation's capital and revenue expenditure;
- to meet with Chairmen of Service Committees to advise on the status of the City Corporation's budgets and the recommended allocation of financial resources overall and discuss any emerging issues;
- following advice from the Operational Property and Projects Sub-Committee, to have power to determine the City Corporation's programme for repairs, maintenance and cyclical replacement of plant & equipment in respect of all operational and noninvestment properties, including the prioritisation of the various schemes and projects;
- to determine the appropriate investment proportions between property and non-property assets;
- to recommend to the Grand Committee the extent of properties held by the City of London Corporation for strategic purposes, including within the City of London itself;
- to recommend to the Grand Committee the allocation of operational property resources for service delivery (following Operational Property and Projects Sub-Committee's consideration of effective use);
- to be the reporting and oversight body for the review of Operational Property;
- to set the annual quantum for each City's Cash and City Fund grants programme (including for City's Cash funded open spaces grants);
- to consider the annual performance reports for all grants programmes from the Finance Committee;
- to consider funding bids in respect of the Community Infrastructure Levy Neighbourhood Fund of over £50,000; and
- to consider and make recommendations in respect of matters referred to it by the Grand Committee including matters of policy and strategy.

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Communications and Corporate Affairs Sub-Committee

Composition

- Chairman, Deputy Chairman & Vice Chairmen of the Policy & Resources Committee
- Past Chairmen of the Policy & Resources Committee, still on the Committee
- Chairman of the Finance Committee
- Chair of the General Purposes Committee of Aldermen, or their nominee
- Senior Alderman Below the Aldermanic Chair
- Five Members of the Policy & Resources Committee, elected by the Committee
- Four Members of the Court of Common Council, co-opted by the Sub-Committee
- Up to two non-City of London Corporation members, who shall not have voting rights.

Terms of Reference

To consider and report to the Grand Committee on all matters relating to the City Corporation's Public Relations, Public Affairs and Communication activities, including any related plans, policies and strategies including oversight of proposals concerning the promotion of the City and governance of Sport Engagement (with power to act).

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Civic Affairs Sub-Committee

Composition

- Chairman and Deputy Chairman or a Vice Chairman of the Policy & Resources Committee
- Chief Commoner
- Immediate past Chief Commoner
- Chief Commoner Designate (upon election in October each year)
- Chairman of the General Purposes Committee of the Court of Aldermen, or their nominee
- Chairman of the Finance Committee; or their nominee
- Senior Alderman Below the Chair
- Chairman of the Guildhall Club
- Four Members of the Policy & Resources Committee elected by Policy & Resources Committee
- Together with Four Members of the Court of Common Council, to be elected by the Court.

The Chairman to be Chairman of Policy & Resources or their nominee, Deputy Chairman to be the Chief Commoner.

Terms of Reference

To be responsible for:-

Hospitality

- (a) To consider applications for hospitality which are referred to it by the Remembrancer and to make recommendations thereon to the Court of Common Council;
- (b) To review and approve arrangements for hospitality (including Committee allowances, annual functions, invitations and seating);
- (c) To consider the list of eligible caterers; and
- (d) To consider and approve the level of charges for the event spaces within Guildhall.

Ceremonials

- (e) To review the totality of the City Corporation's ceremonial protocols and practices, with the intention of bringing them up to date to reflect current circumstances;
- (f) To examine the principles behind each protocol, particularly where there have been changes in practice over recent years, making recommendations as to the approach to take in future, with a view to an updated and consolidated Ceremonials Book being produced.

Outside Bodies

- (g) Overseeing the City Corporation's Outside Bodies Scheme, to include:-
- developing the Corporation's policy towards outside body appointments;
 - keeping under review the effectiveness and appropriateness of the organisation's participation in individual bodies;
 - giving initial consideration to new requests from outside bodies for nominations;
 - advising the Court on the needs and requirements of the outside body in respect of any vacancy; and
 - periodically reviewing the City Corporation's Outside Bodies protocol.

Benefices

- (h) To consider matters relating to the City's obligations for its various Benefices*.

**The Patronage (Benefices) Measure 1986 and The Patronage (Benefices) Rules 1987, seek to confine the exercise of Church of England Patronage; i.e. the right to present Clergy, to a responsible person who is an actual Communicant Member of the Church of England or of a church in communion with it. On receiving notice of a vacancy, the City of London Corporation, as patron, is required to appoint an individual who is 'willing and able to make the Declaration of Membership and act as its representative to discharge its functions as registered patron'. In practice, the Chairman of the Sub-Committee, being a person able and willing to make the declaration, is usually appointed as the City of London Corporation's representative and this practice has worked well.*

Member Privileges

- (i) To consider and make recommendations to the Policy and Resources Committee on:-
- Members' privileges; and
 - Members' facilities, excluding Guildhall Club as it falls within the locus of the House Committee of Guildhall Club.

Member Financial Assistance

- (j) To oversee the Members' Support Scheme (and Extended Support Scheme) to ensure that it is fit for purpose and to review periodically whether any further assistance should be established to support Members with the delivery of their duties as elected Members of the City Corporation.

Member Development and Standards Sub-Committee

Composition

- The Chief Commoner (to act as Chairman)
- Immediate past Chief Commoner*
- Chairman and Deputy Chairman (or a Vice Chairman) of the Policy & Resources Committee
- One Alderman nominated by the Court of Aldermen
- Two Members nominated by the Policy & Resources Committee
- Two Members nominated by the Education Board
- Two Members nominated by the Corporate Services Committee
- Together with two Members of the Court of Common Council, to be elected by the Court.

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

Terms of Reference

To be responsible for:-

Member Learning and Development

- (a) To agree, a programme of Member training and development, to ensure that all Members have access to opportunities

Standards

- (b) promoting and maintaining high standards of conduct by Members and Co-opted Members of the City of London Corporation and to assist Members and Co-opted Members to observe the City of London Corporation's Code of Conduct;
- (c) preparing, keeping under review and monitoring the City of London Corporation's Member Code of Conduct and making recommendations to the Court of Common Council in respect of the adoption or revision, as appropriate, of such Code of Conduct;
- (d) keeping under review, monitoring and revising as appropriate the City of London Corporation's Guidance to Members on the Code of Conduct;
- (e) keeping under review by way of an annual update by the Director of HR, the City of London Corporation's Employee Code of Conduct and, in relation to any revisions, making recommendations to the Corporate Services Committee;

- (f) keeping under review and monitoring the Protocol on Member/Officer Relations and, in relation to any revisions, making recommendations to the Corporate Services Committee;
- (g) advising and training Members and Co-opted Members on matters relating to the City of London Corporation's Code of Conduct.

Capital Buildings Board

Composition

- The Chairman and Deputy or a Vice Chairman of the Policy & Resources Committee
- The Chairman and Deputy Chairman of the Finance Committee, or their nominees
- Three Members appointed by the Policy & Resources Committee
- 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
- The Chairmen and Deputy Chairmen of those service committees which will become responsible for completed capital building projects, or their nominees (ex-officio)*
- The Chairman of the General Purposes Committee of Aldermen, or their nominee.

** Such Chairmen and Deputy Chairmen (or their nominees) 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 to be appointed by the Board.

Terms of Reference

In respect of major capital building projects[†] which have been approved in principle by the Court of Common Council and are being directly delivered by the City of London Corporation, 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.[‡]

In respect of Major Capital Building projects and/or programmes which have been approved in principle by the Court of Common Council and where the City of London Corporation is a major funder:-

(f) Monitoring of progress against agreed milestones; and

(g) The release of the City of London Corporation's funding.

† Defined as projects for new or substantially refurbished buildings or associated preparatory works and enabling projects 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, Operational Property and Projects Sub-Committee 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:

(iii) Whilst the Board will need to have dealings with external parties relevant to the buildings concerned in projects for which the Board is responsible, ownership and custody of these relationships shall rest with the relevant service committee and the Capital Buildings Board shall act in accordance with this.

Freedom Applications Sub-Committee

Composition

- the Chairman and the Deputy or Vice Chairman of the Policy & Resources Committee (or a nominee of each Member)
- two Aldermen nominated by the Court of Aldermen
- one Member of the Policy and Resources Committee, appointed by that Committee
- two 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
- the following ex-officio Members:-
 - the Chief Commoner
 - The immediate past Chief Commoner until the election by Common Council of his or her successor
 - The Chief Commoner designate once elected by Common Council

Terms of Reference

- a) To examine and report back on any applications for the Freedom referred to the Committee by the Court of Common Council.
- b) To consider informally any non-livery nominations that may be referred to it, prior to their submission to the Court of Common Council.
- c) To examine, consider, and report back on issues concerning the rules and principles relating to, and criteria for, the Freedom;
- d) To consider matters relating to the general use of the Freedom, such as for City of London Corporation policy objectives;
- e) To consider, and to provide guidance to Members of the Court of Common Council, and Livery Companies, on, the criteria for and processes relating to the award of the Freedom; and
- f) To consider matters relating to the Honorary Freedom.

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Operational Property and Projects Sub-Committee

Composition

- the Chairman and a Deputy or Vice Chairman of the Policy and Resources Committee
- the Chairman and Deputy Chairman of the Finance Committee, or their nominees
- Four Members appointed by the Policy and Resources Committee
- Four Members appointed by the Finance Committee
- Up to two Members to be co-opted by the Sub-Committee from the Court of Common Council with relevant experience.

Terms of Reference

To be responsible for:-

Projects

- a) Authorising individual projects on behalf of the Policy and Resources Committee at each stage of the City's agreed Project Approval Process;
- b) Making proposals to the Resource Allocation Sub-Committee/the Policy and Resources Committee for projects to be included in the capital/supplementary revenue programme;
- c) Overseeing the City Corporation's programme of projects, excluding those within the remit of the Cyclical Works Programme (although these may be called-in by the Projects Sub-Committee) to ensure their delivery within the parameters set by the Resource Allocation Sub-Committee.
- d) Overseeing the City Corporation's programme of projects, to ensure their delivery within the parameters set by the Resource Allocation Sub-Committee;
- e) Monitoring the procurement arrangements for capital and supplementary revenue projects and advising the Finance Committee of any issues; and
- f) Periodically reviewing the City Corporation's project management processes and procedures.

Procurement

- g) To scrutinise and be responsible for value for money on all City of London Corporation and City of London Police procurement contracts above thresholds stipulated within the City of London Corporation's Procurement Code (total contract value) at key stages, including initial tender strategy to final contract award sign off.
- h) To consider and recommend all procurement contracts above thresholds stipulated within the City of London Corporation's Procurement Code to the Finance Committee
- i) To invite representative(s) from the relevant Spend Committee to attend meetings ensuring decisions are made corporately.
- j) To provide officers with advice focussed specifically on value for money, and consider lessons learned when major contracts are coming to an end (i.e. before the (re)tender process begins).

- k) To review and consider approvals of £4m + waivers for the Chamberlain's department contracts.
- l) To work with the Finance Committee to review and to monitor performance against the Chamberlain's Departmental Business Plan and related corporate initiatives in order to promote value for money and ensure compliance with the UK Public Contract Regulations and the Corporation's Procurement Code.

Corporate Assets

- m) To be responsible for the effective and sustainable management of the City of London Corporation's operational property portfolio, to help deliver strategic priorities and service needs, including;
 - i. agreeing the Corporate Asset Management Strategy;
 - ii. responsibility for reviewing and providing strategic oversight of the Corporation's Asset Management practices and activities and advising Service Committees accordingly;
 - iii. responsibility for reviewing and providing strategic oversight of the Corporation's Facilities Management practices and activities and advising Service Committees accordingly;
 - iv. To maintain a comprehensive Property Database and Asset Register of information which can be used in the decision making process;
 - v. In line with Standing Orders 53 (Asset Management Plans) and 56 (Disposal of Surplus Properties) and the duties set out within legislation, including the Localism Act 2011 and the Housing and Planning Act 2016, to monitor the effective and efficient use of all operational property assets;
 - vi. Oversight of the management of operational leases with third parties, occupation by suppliers and those granted accommodation as benefits-in-kind; and
 - vii. In accordance with Standing Orders 57 and 58, the Sub Committee can make disposals of properties which are not suitable to be retained as investment property assets.
- n) In accordance with thresholds stipulated within Standing Orders 55, 56 and 57, the Sub-Committee can approve acquisitions and disposal of operational properties which are not suitable to be re-use or to be retained as investment property assets.
- o) The power to commission from Service Committees periodic management information on asset management performance including, where relevant:
 - i. third party agreements, income, rent arrears (including HRA)
 - ii. efficiency of operational assets including vacant space and utilisation in accordance with SO 55.
- p) To be responsible for the upkeep, maintenance and, where appropriate, furnishing for operational properties (including the Guildhall Complex) which do not fall within the remit of another Service Committee;
- q) To monitor major capital projects relating to operational assets to provide assurance about value for money, accordance with service needs and compliance with strategic plans;

- r) To recommend to the joint meeting of the Resource Allocation Sub-Committee and the Efficiency and Performance Sub-Committee the annual programme of repairs and maintenance works (including surveys, conservation management plans, hydrology assessments and heritage landscapes) planned to commence the following financial year, and to monitor progress in these works (when not included within the Project procedure);
- s) To be responsible for strategies, performance and monitoring initiatives in relation to energy;
- t) To monitor and advise on bids for Heritage Lottery funding; and
- u) To provide strategic oversight for security issues across the Corporation's operational property estate; with the objectives of managing security risk; encouraging consistent best practice across the Estate; and, in conjunction with the Corporate Services Committee, fostering a culture of Members and officers taking their responsibilities to keeping themselves and the buildings they occupy secure.

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Equality, Diversity & Inclusion Sub-Committee

Composition

- The Chairman of the Policy and Resources Committee or their nominee;
- The Chairman of the Corporate Services Committee or their nominee;
- The Chairman of the General Purposes Committee of the Court of Aldermen, or their nominee
- The Chairman of Community and Children's Services Committee, or their nominee
- The Chief Commoner
- The Immediate past Chief Commoner*
- Two Members of the Policy & Resources Committee
- Two Members of the Corporate Services Committee
- Two Court of Common Council Members appointed by the Court
- Together with co-option by the Sub-Committee of up to two external people (with no voting rights).

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

- The Chairman and Deputy Chairman to be elected from the membership of the Sub-Committee.

Terms of Reference

As a sub-committee reporting to Policy & Resources Committee and Corporate Services Committee responsible for:-

- a. Oversight and effectiveness of the City of London Corporation's policies and practices in respect of Equality Diversity & Inclusion including the implementation of the Equality Act 2010 and other relevant legislation and regulations.
- b. To consider matters of policy and strategic importance to the City of London Corporation in so far as these relate to the Equality, Diversity & Inclusion function.
- c. To monitor and scrutinise EDI activities and outcomes against agreed Equality, Diversity & Inclusion objectives across all the activities of the City of London Corporation.
- d. To be responsible for the creation and implementation an Equality Diversity & Inclusion officer governance structure across the City of London Corporation, including its services and its institutions.
- e. To assess what the City of London Corporation does to tackle prejudice in all its forms and assess any further action that can be undertaken to promote economic, educational, and social inclusion.
- f. To be responsible for making recommendations to help promote the merits of standing for office as an Alderman or Common Councilman, to enhance the diversity of the Court of Common Council.

- g. To be responsible for providing guidance and challenge on the development of the City of London Corporation's Equality, Diversity & Inclusion principles, Strategy, business plans and associated action plan.
- h. To have oversight of steps taken by the City of London Corporation to comply with the 9 protected characteristics as defined by the Equality Act 2010, Chapter 1.

Reporting and Monitoring

- i. To oversee updates to key Human Resources policies and procedures relating to Equality, Diversity & Inclusion.
- j. To provide guidance to officers that will ensure that the City Corporation is recognised as a world-class leader in the UK and internationally, ensuring Equality, Diversity & Inclusion is business and outcome focused
- k. To act as representatives for the City of London Corporation on Equality, Diversity & Inclusion related activities it undertakes as an employer, service provider and global leader in the Financial and Professional Services sector
- l. To consider new areas of work where the City of London Corporation can provide thought leadership in the Equality, Diversity & Inclusion sector.

Targets, Data and Metrics

- m. To approve and monitor Equality, Diversity & Inclusion aspirational targets and agreed metrics to help deliver the City of London Corporation's ambition as an inclusive employer, landlord, service provider and a global thought leader.
- n. To review and provide feedback on the annual equalities data prior to releasing the annual equalities report on the City of London Corporations external website.

Socio-Economic Diversity

- o. To oversee the implementation of the City of London Corporation's Social Mobility Strategy 2018 to 2028 using the Five-point pathway recommended by the Socio-economic Taskforce in the Breaking the class barrier report, 2022.

Accessibility

- p. To oversee and ensure that the City of London Corporation understands the criteria for accessibility set by the government and ensure that it works towards the government's accessibility accreditation scheme

Budget and Resources

- q. To oversee the mapping exercise of resources available for Equality Diversity & Inclusion work across the City of London, its services and institutions and suggest priorities within those.

Quorum

- The quorum consists of any three Members

Meetings

- The Equality, Diversity & Inclusion Sub-Committee will meet quarterly.

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Competitiveness Advisory Board

Composition

- Chair of the Policy & Resources Committee (Chairman)
- Chair of the General Purposes Committee of Aldermen (Deputy Chairman)
- Deputy Chairman of the Policy & Resources Committee
- Deputy Chairman of the General Purposes Committee of Aldermen
- Four Members of the Court of Common Council with relevant expertise to be appointed by Policy and Resources Committee
- The ability to co-opt up to four external members flexibly and an ad-hoc basis, in agreement with the Policy & Resources Committee.

Terms of Reference

To be responsible for:-

- (a) Providing expertise and insight to officers and Policy & Resources acting as an internal forum for the testing of ideas and prioritisation for the strategy
- (b) Providing informal guidance on the implementation of the strategy
- (c) Offering additional support to the Lord Mayor and Chair of Policy and Resources as Ambassadors on the Innovation and Growth agenda.
- (d) Providing advice on the strategic deployment of hospitality as required

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Policy Leads - Job Description

Appointment

- Appointed annually by the Committee from amongst the membership of a full Court. Appointments shall be considered on the basis of recommendations from a selection panel, which will review expressions of interest from the Court against specified criteria.

Overall Responsibilities

- To act as a senior spokesperson for, and represent the views of, the Committee in respect of the relevant policy area for which they have been appointed Lead.

Main Tasks and Responsibilities

- To support the Chairman in the formation and delivery of the Committee and Corporation's policy goals (within the relevant policy area).
- To deputise for the Chairman at relevant engagements or hospitality events (in the absence of the Deputy / Vice Chairmen).
- To act as spokesman on behalf of the Chairman in their absence (and the absence of the Deputy / Vice Chairmen).
- To act as a point of contact or "sounding board" for relevant officers, providing political steers in relaying the Committee's views, so as to inform implementation and prioritisation at the operational level.
- To act as the Member point of contact for colleagues interested in the policy area, assisting with information sharing and triaging of questions to relevant technical officers.
- To support and co-ordinate political decision making between and for relevant Committee Chairs.
- To lead on the collation of insight and expertise from Members across the wider Court with relevant knowledge or experience of the policy area.
- To work with colleagues outside of the formal meeting setting to share information / understanding, enabling Members to coalesce around the agreed policy decisions and implementation plans.

NB - these posts have no decision-making responsibility or powers and are purely advisory; post holders are expected to operate within the boundaries of the Member / Officer Protocol at all times and not be unduly involved in the operational aspects or delivery of the policy areas.

Policy Areas: Eligibility Requirements / Criteria

Policy Area	Eligibility Requirements / Criteria
Sustainability	<ul style="list-style-type: none"> • Experience in Sustainability within Financial or Professional Services and/or Communications • Committee experience in Port Health, Planning and Transport, Financial Investment Board, Open Spaces or PIB / or OPPSC • Understanding of Sustainable Finance or Infrastructure with or in COLC target markets of US/Canada, Europe, China or Japan
SMEs	<ul style="list-style-type: none"> • Experience in working in or with SMEs, investing in SMEs and/or Communications
Emerging/ High Growth Markets	<ul style="list-style-type: none"> • Experience in working in Financial and Professional Services in any emerging or high growth market
Innovation in Technology	<ul style="list-style-type: none"> • Experience in working in Innovation in Financial and Professional Services and/or as an investor in any Tech sector
Advanced Markets	<ul style="list-style-type: none"> • Senior experience of working in Financial and Professional services with or in COLC target markets of US/Canada, Europe, China or Japan
Sports Engagement	<ul style="list-style-type: none"> • Experience of working in elite or grassroots sport governance, preferably at board level, and a general interest in a diverse range of sports at all levels

Membership on Sub-Committees 2022/23

A) Resource Allocation Sub-Committee (SIX PLACES)

Caroline Haines (*for one meeting, in the place of Deputy Andrien Meyers*)
Deputy Shravan Joshi
Deputy Charles Edward Lord
Ruby Sayed
Thomas Sleigh
Deputy James Thomson

B) Communication and Corporate Affairs Sub-Committee (FIVE PLACES)

Deputy Rehana Ameer
Deputy Shravan Joshi
Deputy Charles Edward Lord
Ruby Sayed
Thomas Sleigh

C) Civic Affairs Sub-Committee (FOUR PLACES - expanded by 1 place for 2022/23)

Tijs Broeke
Mary Durcan
Deputy Charles Edward Lord
Alderman Ian Luder
Sir Michael Snyder

D) Capital Buildings Board (THREE PLACES)

Thomas Sleigh
Sir Michael Snyder
James Tumbridge

E) Freedom Applications Sub-Committee (ONE PLACE)

Deputy Charles Edward Lord

F) Operational Property and Projects Sub-Committee (FOUR PLACES)

Deputy Rehana Ameer
Alderman Timothy Hailes
Deputy Shravan Joshi
Deputy Charles Edward Lord

G) Equality Diversity and Inclusion Sub-Committee (TWO PLACES)

Deputy Marianne Fredericks
Deputy Charles Edward Lord

H) Competitiveness Advisory Board (NO PLACES – for information only)

The Rt Hon. The Lord Mayor Nicholas Lyons
Alderman Sir William Russell

Alderwoman Langley
Deputy Christopher Hayward
Deputy Keith Bottomley
Dominic Christian
Deputy Shravan Joshi

Representations on Other City Corporation Committees 2022/23

The appointment of one Member on the following:-

- i) **Audit and Risk Management (ONE MEMBER)**
Deputy Rehana Ameer
- ii) **Barbican Centre Board (ONE MEMBER)**
Deputy Charles Edward Lord
- iii) **Education Board (ONE MEMBER)**
Caroline Haines
- iv) **Economic & Cyber Crime Committee (ONE MEMBER)**
James Tumbridge
- v) **Local Development Framework Reference Sub (Planning) Committee**
Deputy Christopher Hayward

Representatives for Consultation with the Court of Aldermen and Representatives of the Finance Committee on Mayoralty and Shrievalty Allowances

In 2022/23, Deputy Charles Edward Lord was appointed to serve.

NB: A ballot will be required where expressions of interest in serving exceed the number of vacancies on Sub-Committees and Working Parties or representing the Committee on another service committees and Boards.

Lead Members

Sustainability – Deputy Keith Bottomley
Innovation in Technology – Deputy Madush Gupta
Emerging/High Growth Markets – Deputy Shravan Joshi
Advanced Markets – Alderwoman Susan Langley
SMEs – Paul Singh
Sports Engagement – Deputy Charles Edward Lord

Committee(s): Policy and Resources Committee	Dated: 11/05/2023
Subject: Member Observers on BID Boards	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1,3,4,5,9,10,11,12
Does this proposal require extra revenue and/or capital spending?	N
Report of: Executive Director Environment	For Decision
Report author: Simon McGinn, Assistant Director Partnerships and Engagement, Environment Department	

Summary

This report concerns arrangements in respect of the Member Observer roles on Business Improvement District (BID) Boards in the City. In December 2022 your Committee resolved that Members Observers for each BID Board should be rotated between the March and June meetings each year for a period of a year and for the role to be rotated around the various Wards in the BID footprints.

Following the successful outcome of the ballot for the Culture Mile Partnership in February, there are now five City BIDS. The Aldermen / Alderwomen of the Wards within the respective BID footprints have been consulted and invited to agree a nomination for the Member Board Observer. The following Members have been nominated:

- Eamonn Mullally, Farringdon Within - Fleet Street Quarter
- Alastair Moss, Cheap - Cheapside Business Alliance
- Marianne Fredericks, Tower, Aldgate Connect
- Judith Pleasance, Langbourn - EC BID
- Alastair Moss, Cheap / Randall Anderson, Aldersgate - Culture Mile Partnership

There are seven Wards within the footprint of Culture Mile Partnership. Four of the seven Aldermen / Alderwomen whose Wards fall within the footprint of the BID, were supportive of Alastair Moss's ongoing involvement for further year as Member Observer, representing Cheap Ward. Randall Anderson has been nominated for consideration as Member Observer for the Ward of Aldersgate by three of the Aldermen /Alderwomen. The Chair of the Culture Mile Partnership and executive team are supportive of Alastair Moss continuing his involvement for a further year as formal Member Observer, given his previous involvement in supporting the Partnership through the BID establishment process and his experience with BIDs to date. It was felt his knowledge and experience would be particularly valuable during the crucial first year of the BID as it becomes established.

To assist in facilitating future rotation it was felt by some Aldermen / Alderwomen that the role should be rotated around Wards on an alphabetical basis, where it has not already been set through the current rotation arrangement. If the nominations in this report are approved, both Aldgate Connect and Fleet Street Quarter would have an established rotation since there are only three Wards within the footprint of the respect BIDS. EC BID, Culture Mile Partnership and Cheapside Business Alliance have four or more Wards in each BID footprint and could be rotated alphabetically.

Recommendation(s)

Members are asked to:

- Agree the nominations outlined in the report to be Member Observers on the Fleet Street Quarter BID, EC BID, Aldgate Connect BID and Cheapside Business Alliance BID identified, for the financial year 2023/2024.
- Nominate a Member Observer to sit on the Culture Mile Partnership BID Board for the financial year 2023/24
- Agree to future rotation around Wards on an alphabetical basis, where the rotation has not been established.

Main Report

Background

1. In December 2022 your Committee resolved that Members Observers for each BID Board be rotated for each BID between the March and June meetings each year for a period of a year, and for the role to be rotated around the various Wards in the BID footprint.
2. The City Corporation is the BID Proposer for each of the BIDs and requires a Member representative to sit on the Board as an Observer to inform decisions relating to the implementation of the approved BID Proposal. The Member Observer has a key role to take in providing a bridge between the BIDs, the City Corporation and Ward constituents providing the following support:
 - Attendance of BID Board meetings (four per year).
 - Providing a link between the BID and Members within the BID footprint, communicating BID activity through Ward communication channels.
 - Identifying how Members can provide support to BID activities and supporting navigation around the City Corporation.
 - Sharing knowledge of events and plans being promoted by the City Corporation
 - Being an ambassador for the BID through attendance of BID events.

Current Position

3. Consultation has been undertaken with the Aldermen / Alderwomen of all the Wards within the footprints of the respective BIDS with a view to obtaining a consensus regarding the Member Observer representative. The following Members have been nominated:
 - Eamonn Mullally, Farringdon Within - Fleet Street Quarter
 - Alastair Moss, Cheap - Cheapside Business Alliance
 - Marianne Fredericks, Tower, Aldgate Connect
 - Judith Pleasance, Langbourn - EC BID
 - Alastair Moss, Cheap / Randall Anderson Aldersgate - Culture Mile Partnership
4. There was consensus for nominations in respect of all the BIDs other than Culture Mile Partnership. The Wards within the Cheapside Business Alliance footprint were in complete agreement with Alastair Moss continuing as the Member Observer and did not offer up an alternative.
5. There are seven Wards within the footprint of Culture Mile Partnership. Four of the seven Aldermen / Alderwomen whose Wards fall within the footprint of the BID, were supportive of Alastair Moss's ongoing involvement for further year as Member Observer, representing Cheap Ward. Randall Anderson has been nominated for consideration as Member Observer for the Ward of Aldersgate by three of the Aldermen /Alderwomen. An additional request was also made regarding Farringdon Within being represented in year two of the BID. A response was received questioning Alastair Moss's involvement given his Ward, Cheap, 'does not represent the Wards within the BID footprint'. Cheap has a presence in the Culture Mile footprint, incorporating part of the Guildhall estate, meaning qualifies it under the terms of the resolution to "agree to rotate the Member Observer each year across the Wards that sit within the BID footprint."
6. At the time of reporting to your Committee in December, it was recognised that it would be most appropriate for each BID to take initial ownership of engagement with Ward Members in their footprint in an effort to identify who they would like as the Member Observer for each year. The Chair of the Culture Mile Partnership and executive team are supportive of Alastair Moss continuing his involvement for a further year as formal Member Observer, given his previous involvement in supporting the Partnership through the BID establishment process and his experience with BIDs to date. It was felt his knowledge and experience would be particularly valuable during the crucial first year of the BID as it becomes established.
7. Supporting statements in respect of each of the nominations for the Culture Mile Partnership BID will be tabled at your meeting.
8. As part of the consultation process, it was felt by some Aldermen / Alderwomen that to assist in facilitating future rotation that this should be done around Wards on an alphabetical basis, where it is not already set through the current rotation arrangement. If the nominations in this report are approved, both Aldgate

Connect and Fleet Street Quarter would have an established rotation since there are only three Wards within the footprint of the respect BIDs. EC BID, Culture Mile Partnership and Cheapside Business Alliance have four or more Wards in each BID footprint and could be rotated alphabetically. Such an approach would simplify future consideration of Member Observers for each of the BIDs.

Options

9. The options are to either approve those Member Observers outlined in the report or to agree in part to the nominations and request further consultation be undertaken in relation any nomination you do not approve. If you chose to undertake further consultation in respect of any of the nominations, then this could be done through Chairman and Deputy Chairman agreement to expedite putting in place appropriate arrangements in advance of the June round of BID Board meetings.

Corporate & Strategic Implications

10. Strategic implications – As BID Proposer it is necessary for the City Corporation to have Member representation on the Board. BIDs are focussed specifically on supporting the needs of businesses within the footprint of the BID boundary. The BIDs support eight of the twelve outcomes set out in the Corporate Strategy 2018-23
11. Financial implications - None
12. Resource implications – Member Observers appointed to BIDs will be expected to attend BID Board meetings and to engage with the BID Chairs throughout the year to inform the delivery of the BID Proposals.
13. Legal implications - None
14. Risk implications - None
15. Equalities implications – The proposals potentially provide BIDs with flexibility to broaden engagement with Members within their footprint ensuring a more diverse and inclusive representation.
16. Climate implications - None
17. Security implications - None

Conclusion

18. This paper provides options for consideration as Member Observers for the BID Board, including the opportunity to rotate Ward Members, to support and inform the workings of the BID. Other than for the Culture Mile Partnership Member Observer there has been complete consensus about the nominations with the additional suggestion that in future years rotation around the Wards should be done alphabetically, where established rotation does not exist.

Appendices

- None

Simon McGinn

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