

### **Gresham (City Side) Committee**

Date: FRIDAY, 19 OCTOBER 2012

Time: 12.00pm

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

Members: Tom Hoffman (Chairman) Alderman Robert Hall

Simon Duckworth (Deputy Brian Harris

Chairman) Deputy Wendy Mead
Deputy John Barker Deputy John Owen-W

Deputy John Barker Deputy John Owen-Ward Deputy Anthony Eskenzi Deputy Dr Giles Shilson

Deputy Robin Eve The Rt Hon the Lord Mayor Alderman D

Alderman Sir Robert Finch avid Wootton (Ex-Officio Member)

**Enquiries: Gemma Stokley** 

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Following a kind invitation from the Mercers' Company, lunch will be served at 1.00pm at Mercers' Hall, following which there will be a meeting of the Joint Grand Gresham Committee at 2.15pm.

John Barradell
Town Clerk and Chief Executive

#### **AGENDA**

#### Part 1 - Public Agenda

#### 1. **APOLOGIES**

# 2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA

#### 3. MINUTES

To agree the public minutes and summary of the meeting held on 25 May 2012 (copy attached).

For Decision (Pages 1 - 4)

#### 4. **REVENUE OUTTURN - 2011/12**

Joint report of the Chamberlain and the Director of Community & Children's Services (copy attached).

For Information (Pages 5 - 6)

#### REVENUE BUDGET 2012/13 AND 2013/14

Joint report of the Chamberlain and the Director of Community and Children's Services (copy attached).

For Decision (Pages 7 - 22)

#### 6. **QUESTIONS**

Any questions on matters relating to the work of the Committee.

#### 7. ANY BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT

Any urgent items of other business that the Chairman may decide are urgent.

#### 8. **EXCLUSION OF THE PUBLIC**

MOTION - That under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

<u>Item Nos.</u>	Exempt Paragraph(s)
9	1, 2 & 3
10	3
11	1, 2, 3 & 4
12	· ·
13	-

Part 2 - Non-Public Agenda

#### 9. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 25 May 2012 (copy attached).

**For Decision** 

(Pages 23 - 26)

10. REVIEW AND STRATEGY FOR THE RENEWAL OF THE MEMORANDUM OF UNDERSTANDING

Provost's draft paper (Private and Confidential – copy attached).

For Discussion (Pages 27 - 36)

- 11. JOINT GRAND GRESHAM COMMITTEE MATTERS CITY SIDE CONSIDERATION
- 12. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE
- 13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED



#### GRESHAM (CITY SIDE) COMMITTEE Friday, 25 May 2012

Minutes of the meeting of the Gresham (City Side) Committee held at Committee Room 1 - Committee Rooms on Friday, 25 May 2012 at 11.45am

#### **Present**

#### Members:

Deputy John Barker Simon Duckworth Deputy Anthony Eskenzi Deputy Robin Eve Alderman Robert Hall Tom Hoffman Deputy John Owen-Ward Deputy Dr Giles Shilson

#### Officers:

Gemma Goulding Steven Reynolds Alan Bennetts

Andrew Wild Katherine Bowen

Town Clerk's DepartmentChamberlain's Department

 Comptroller and City Solicitor's Department

- City Surveyor's Department

- Community and Children's Services Department

#### 1. APOLOGIES

Apologies for absence were received from Alderman Sir Robert Finch, Sheriff Wendy Mead and Brian Harris.

### 2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA

Mr Hoffman and Deputy Owen-Ward, both Members of the City of London's Planning and Transportation Committee declared an interest in matters relating to the provision of tables and chairs outside the Royal Exchange which was to be covered as a 'matter arising'.

#### 3. ORDER OF COMMON COUNCIL (19 APRIL 2012)

Members received the Order of the Court of Common Council, 19 April 2012, appointing the Committee for 2012/13 and setting its Terms of Reference.

#### RECEIVED.

#### 4. ELECTION OF CHAIRMAN

The Committee proceeded to elect a Chairman in accordance with Standing Order No. 29.

The Town Clerk reminded Members that, under Standing Order No. 29. (3) (b) members of this Committee were permitted to be Chairman of more than one Committee (Ward or Non-Ward) and went on to read a list of those Members eligible to stand. Tom Hoffman, being the only Member expressing a willingness to serve as Chairman, was duly elected for the ensuing year and took the Chair.

#### 5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30.

The Town Clerk read a list of those Governors eligible to stand and Simon Duckworth, being the only Member expressing a willingness to serve as Deputy Chairman, was duly elected for the ensuing year.

#### 6. MINUTES

The public minutes and summary of the meeting held on 3 February 2012 were approved and agreed as a correct record.

#### 7. GRESHAM WORKING PARTY REPRESENTATIVES

The Committee considered a report of the Town Clerk relative to the Terms of Reference for the Gresham Working Party and the appointment of four City Side representatives for the ensuing year.

The Town Clerk reported that five Members had expressed a willingness to serve on the Gresham Working Party and that, with just four places available, a ballot would therefore be necessary.

Deputy Eskenzi stated that he would like to seek the leave of the Committee to withdraw from the ballot at this stage.

#### **RESOLVED** – That:

- (a) the Terms of Reference of the Gresham Working Party be noted;
- (b) the following four representatives be appointed to represent the City Side on the Gresham Working Party for the ensuing year:

Tom Hoffman, Chairman Simon Duckworth, Deputy Chairman Alderman Sir Robert Finch Brian Harris

(c) the delegated authority procedures detailed in the report in relation to the Working Party be endorsed.

#### 8. GRESHAM COLLEGE COUNCIL REPRESENTATIVES

The Committee considered a report of the Town Clerk relative to the appointment of four representatives on the Gresham College Council for the next four years.

The Town Clerk reported that that five Members had expressed a willingness to serve and that, with only four places available, a ballot would therefore be necessary.

A ballot having been taken, votes were cast as follows:-

Deputy John Barker	2 votes
Deputy Anthony Eskenzi	5 votes
Deputy Robin Eve	5 votes
Tom Hoffman	6 votes
Simon Duckworth	5 votes

**RESOLVED** – That, Deputy Anthony Eskenzi, Deputy Robin Eve, Tom Hoffman (Chairman) and Simon Duckworth (Deputy Chairman) be appointed onto the Gresham College Council for four-year terms which will commence on 31 August 2012 and expire in August 2016. It was also approved that the City's 'Voting Member' should be its Chairman or, in the Chairman's absence, the Deputy Chairman or such other Member of the City Side as may be nominated by the Committee.

#### 9. **QUESTIONS**

There were no questions.

#### 10. ANY BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT

There were no additional, urgent items of business for consideration.

#### 11. EXCLUSION OF THE PUBLIC

RESOLVED - That under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act:-

<u>Item Nos</u> .	<u>Exemption</u>
<u>Paragraphs</u>	
12	2 & 3
13	1
14	1
15	1 & 3
16	-
17	-

#### 12. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 3 February 2012 were approved and agreed as a correct record.

#### 13. REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY

The Town Clerk reported action taken under Delegated Authority relative to the appointment of Gresham Professors of Divinity and Geometry.

#### RECEIVED.

#### 14. GRESHAM ALMSHOUSES - DETAILS OF PRESENT OCCUPANTS

The Committee received a report of the Director of Community and Children's Services providing details of the present financial and personal circumstances of each occupant at the Gresham Almshouses.

RECEIVED.

### 15. JOINT GRAND GRESHAM COMMITTEE MATTERS - CITY SIDE CONSIDERATION

The Committee considered the various items on the agenda for the meeting of the Joint Grand Gresham Committee that day.

# 16. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions raised in the non-public session.

# 17. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

A Member raised a query relative to this Committee's status as a 'Grand Committee'.

The meeting ended at 12.35 pm
Chairman

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### Agenda Item 4

Committee(s):	Date(s):		Item no.
Gresham Committee	Friday 19 <sup>th</sup> October 2012		
Subject:		For Information	
Revenue Outturn – 2011/12			
Report of:		Public	
The Chamberlain			
The Director of Community and Children	's Services		

#### **Budget Position for 2011/12**

1. The 2011/12 latest approved budget for the services overseen by your Committee was agreed by you in October 2011 and endorsed by the Court of Common Council in March 2012. The budget amounted to an overall net expenditure provision of £135,000.

#### **Revenue Outturn for 2011/12**

2. Actual net expenditure for your Committee's services during 2011/12 totalled £90,000 representing a better than budget position of £45,000. A summary comparison with the final agreed budget for the year is shown below.

Summary Comparison of 2011/12 Revenue Outturn with Final Agreed Budget				
	Final Agreed Budget £000	Revenue Outturn £000	Variations Increase/ (Decrease) £000	
Central Risk				
The Chamberlain: City Moiety (paragraph 3)	(258)	(285)	(27)	
The Chamberlain: Discretionary Expenditure	333	330	(3)	
The Director of Community and Children's				
Services: Mandatory Expenditure (paragraph 4)	47	34	(13)	
Total Central Risk	122	79	(43)	
Recharges: Support Services	13	11	(2)	
Capital Charges	-	-	-	
Overall Totals	135	90	(45)	

Note: figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure.

- 3. Net income on the City Moiety was £27,000 higher than expected. This was largely due to a reduction in legal fees of £18,000, and the Gresham Estate (City Side) receiving £8,028 as its 50% share of insurance commission for which no budget had been included. The Mercer's Company negotiate the insurances for a number of buildings once a year, with the view of obtaining a discount. As the level of discount is neither guaranteed nor quantifiable at the estimate stage, it is viewed as prudent to exclude this from the budget setting process.
- 4. Net expenditure on the Gresham Almshouses was £13,000 lower than budgeted primarily due to a reduced requirement for repairs and maintenance. The repairs and maintenance budget includes breakdown and emergency repairs which are demand led, and the amount of works needed to be carried out has been less than the budget for the past couple of years, and will be reviewed as part of the 2012/13 and 2013/14 budget cycle.

#### **Recommendations**

5. It is recommended that this revenue outturn report for 2011/12 be noted.

Chris Bilsland Chamberlain Joy Hollister Director of Community and Children's Services

#### **Contact Officers:**

Chamberlain: Steven Reynolds

Community and Children's Services: Stewart Crook

# Agenda Item 5

Committee(s):	Date(s):	Item no.		
Gresham (City Side)	Friday 19 <sup>th</sup> Octobe 2012	r		
Subject:				
Revenue Budget 2012/13 and 2013/14				
Report of:	lic			
The Chamberlain				
The Director of Community and Children's Services		Decision		

### **Main Report**

1. This report is the annual submission of the revenue budgets overseen by your Committee. In particular it seeks approval to the provisional revenue budget for 2013/14, for subsequent submission to the Finance Committee.

Gresham Committee Summar 2013/14	y Revenue	Budgets	2012/13 &
	Latest		
	Approved	Original	
	Budget	Budget	Movement
	2012/13	2013/14	
	£000	£000	£000
Chamberlain			
- City Moiety:	(263)	(264)	(1)
50% share of Gresham Estate			
- Discretionary Expenditure:	349	367	18
Support to Gresham College			
Sub Total	86	103	17
Director of Community and			
Children's Services			
- Mandatory Expenditure:	54	46	(8)
Maintaining the Almshouses			
Sub Total	54	46	(8)
Total	140	149	9

- 2. Overall, the 2013/14 provisional revenue budget totals £149,000, an increase of £9,000 compared with the final budget for 2012/13. The main reasons for this increase are:-
  - an increase of £18,000 in the City Grant to Gresham College in accordance with the agreed funding arrangements as set out in the Memorandum of Understanding (MoU) between the City of London Corporation, the Mercers' Company and Gresham College; partly offset by
  - a reduction of £8,000 in the repairs and maintenance of the Almshouses reflecting the latest review of anticipated works.

#### **Proposed Revenue Budget for 2013/14**

3. The provisional 2013/14 budgets, under the control of the Chamberlain and Director of Community & Children's Services, have been prepared in accordance with guidelines agreed by the Policy and Resources and Finance Committees.

### Capital Budgets

4. This Committee does not currently have a capital programme.

#### Recommendations

5. The Committee is requested to review the provisional 2013/14 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee.

Contact Officer: Steven Reynolds steven.reynolds@cityoflondon.gov.uk

### Annex A

### **Annexes in Support of the Revenue Budgets**

Annex	Contents
No.	
	Detailed Budgets and Service Overview
B1-2	Brief Overview of the Service
В3	Committee Summary
B4-5	Chamberlain - Divisions of Service
B6	Community & Children's Services – Division of Service
	Other Annexes
C1	Recharges

# GRESHAM COMMITTEE SERVICE OVERVIEW

Sir Thomas Gresham (1518-1579) built his London Mansion House, Gresham House in Bishopsgate, in collegiate form. In his Will, Gresham House and the Royal Exchange were left to the City Corporation and the Worshipful Company of Mercers. From the income of the Royal Exchange the two parties were to select professors in Divinity, Astronomy, Music, Geometry, Law, Physic and Rhetoric and pay each of the seven professors £50. The first four subjects were the responsibility of the City Corporation whilst the last three were the responsibility of the Mercers' Company. (In recent years the Mercers' Company has voluntarily added a fourth subject to their responsibility - Commerce.) The City Corporation was also obliged to maintain Sir Thomas' eight almshouses and pay each almsfolk a yearly allowance.

The professors took up residence in Gresham House (renamed Gresham College) in 1596 and lectures "for gratuitous instruction of all who chose to come and attend" began in 1598. The College had a valuable library and became "a favourite resort of learned men".

The demise of Gresham College began with the Great Fire of 1666. The College was undamaged, but the Royal Exchange was destroyed. As a result, the Lord Mayor, the Mercers' Company, the City Courts and officers and the merchants from the Exchange all moved into Gresham College, and its scholarly activities were disrupted. The buildings became ruinous and in 1768 an Act of Parliament was passed which permitted the City Corporation and the Mercers' Company to sell the ground to the Crown for an annuity in perpetuity of £500. The Act also provided for the lecturers fees to be increased to £100 each per annum. The almshouses were subsequently relocated and are now at a site in Brixton.

In 1909, the Grand Gresham Committee established Gresham College as a base for the Gresham Lectures at the newly constructed 89/91 Gresham Street. That property was substantially refurbished in 1984 for banking purposes. At that time the College moved to Frobisher Crescent in the Barbican. In 1991 the Mercers' made available their premises at Barnard's Inn and the College moved there and this is currently the base for the Gresham Lectures. In September 2004 the long lease of 150 years on 89/91 Gresham Street was granted to Friends Provident Life Assurance Ltd. The property is currently unoccupied whilst the tenant undertakes a refurbishment of the building.

The Budgets are divided into three divisions of service. The first two shown are the responsibility of the Chamberlain and the third is the responsibility of the Director of Community and Children's Services:

- 1. <u>City Moiety</u> This division shows the City Corporation's 50% share of the income from the Royal Exchange, 89/91 Gresham Street and the Gresham House annuity. The division also shows the City Corporation's share of the expenses of running the Estate.
- 2. <u>Discretionary Expenditure</u>- This division includes all other expenditure that does not form part of the City Moiety (item 1 above) or Mandatory expenses (item 3 below). It consists principally of the Grant to Gresham College, the non-mandatory element of the lecturers' fees and administrative costs.

Mandatory Expenses- This division shows the mandatory element of the City Corporation's four lecturers' fees (£400) and the cost of maintaining the almshouses and paying the almsfolk allowances.

	GRESHAM COMMITTEE SUMMARY			
Actual			Latest Approved	Original
2011-12	Analysis of Service Expenditure		Budget	Budget
2011-12	Analysis of Service Experiature		2012-13	2013-14
£'000			£'000	£'000
2 000			2000	2 000
	CENTRAL RISK			
	Expenditure			
12	Employees		15	15
	Premises Related Expenses		200	193
	Supplies and Services		385	402
	Almsfolk Allowances		9	9
			3	3
			612	622
	·			
	Income			
(477)	Rent and Service Charges		(483)	(484)
	Investment Income		(1)	(1)
(478)	TOTAL Income		(484)	(485)
79	TOTAL CENTRAL RISK	Α	128	137
	RECHARGES			
	Central Recharges			
4	Support Services		4	4
	Total Central Recharges		4	4
	Recharges from other funds			
5	Gresham Almshouses - Establishment		5	5
	Support Services - Community & Children's Services		3	3
	Total Recharges from Other Funds		8	8
11	TOTAL RECHARGES	В	12	12
90	TOTAL NET EXPENDITURE	A+B	140	149

Actual 2011-12 £'000	SERVICES MANAGED	Latest Approved Budget 2012-13 £'000	Original Budget 2013-14 £'000
	Chamberlain		
(285)	City Moiety: 50% share of Gresham Estate Discretionary Expenditure: Support to Gresham	(263)	(264)
339	College	349	367
54	Total Chamberlain	86	103
	Director of Children's and Community Services		
36	Mandatory Expenditure: Maintaining the Almshouses	54	46
90	TOTAL	140	149

#### FINANCE COMMITTEE - CITY'S CASH

CTC=DJG40 (City Moiety)

Actual	CITY MOIETY	Latest Approved	Original	Reference
	Chamberlain	Budget	Budget	
2011-12		2012-13	2013-14	
£'000		£'000	£'000	
	CENTRAL RISK			
71	Repairs and Maintenance	81	81	
95	Premises Insurance	94	95	
166	TOTAL Premises Related Expenses	175	176	
27	Fees and Services	46	45	
27	TOTAL Supplies and Services	46	45	
(103)	Fees and Charges for Services, Use of Facilities	(93)	(94)	
(374)	Rents, Tithes, Acknowledgements and Way Leaves	(390)	(390)	1
(477)	TOTAL Customer, Client Receipts	(483)	(484)	
(1)	Interest	(1)	(1)	
(1)	TOTAL Investment Income	(1)	(1)	
(285)	TOTAL CENTRAL RISK	(263)	(264)	
(285)	TOTAL NET EXPENDITURE / (INCOME)	(263)	(264)	

1. Rents Tithes and Acknowledgements are comprised of the following:

Rents, Tithes, Acknowledgements and Way Leaves	Latest Approved Budget 2012-13 £'000	Original Budget 2013-14 £'000	Reference
Rental Income	(312)	(312)	
Service Charges receivable from lessee	(78)	(78)	1
Total Rents, Tithes, Acknowledgements and Way Leaves	(390)	(390)	1

#### FINANCE COMMITTEE - CITY'S CASH

CTC=DJG80 (Discretionary Expenditure)

Actual 2011-12 £'000	DISCRETIONARY EXPENDITURE Chamberlain	Latest Approved Budget 2012-13 £'000	Original Budget 2013-14 £'000
	CENTRAL RISK		
330	Grant to Gresham College	337	355
330	TOTAL Supplies and Services	337	355
0	TOTAL Contingencies	3	3
330	TOTAL CENTRAL RISK	340	358
	RECHARGES		
	Central Recharges		
4	1	4	4
4	1	4	4
5	Recharges Across Funds Gresham Almshouses - Establishment - Guildhall Admin Capital Projects	5	5
9	TOTAL RECHARGES	9	9
			·
339	TOTAL NET EXPENDITURE / (INCOME)	349	367

#### FINANCE COMMITTEE - CITY'S CASH

CTC=DJG60 (Mandatory Expenditure)

Actual 2011-12 £'000	MANDATORY EXPENDITURE  Director of Community and Children's Services	Latest Approved Budget 2012-13 £'000	Original Budget 2013-14 £'000	Reference
	CENTRAL RISK			
12 0	Direct Employee Expenses Indirect Employee Expenses	15 0	15 0	
12	TOTAL Employee Expenses	15	15	
9	Repairs and Maintenance	21	13	1
2	Rents	2	2	
0	Rates	1	1	
2	Water Services	1	1	
13		25	17	
0		1	1	
0	Communications and Computing	1	1	
0		2	2	
9	4	9	9	
9		9	9	
34	TOTAL CENTRAL RISK	51	43	
	RECHARGES			
	Recharges Across Funds			
2	Support Services - DCCS - City Fund	3	3	
2	TOTAL RECHARGES	3	3	
36	TOTAL NET EXPENDITURE / (INCOME)	54	46	

1. Repairs and Maintenance costs are detailed in the table below:-

Repairs and Maintenance	Latest Approved	Original	Reference
	Budget	Budget	
	2012-13	2013-14	
	£'000	£'000	
Breakdown General	5	5	
Breakdown Electrical	1	1	
Contract Servicing General	2	2	
Contract Servicing Electrical	1	1	
Water Tank Inspection & Drainage Repairs	1	1	
Tree Maintenance & Pruning	1	1	а
5 Yearly Electrical Testing	2	0	b
Communal Garden Boundary Wall	7	0	С
Communal Garden Lawn	1	0	d
Warden Call Alarm System	0	2	е
	21	13	

- a) Tree maintenance and pruning is now necessary on an annual basis as the trees are listed and cannot be pollarded.
- b) Five yearly electrical testing is to be carried out in 2012/13 in conjunction with other City (Housing Revenue Account (HRA)) properties to achieve economies of scale.
- c) Structural repairs are required to the boundary wall in the communal garden, and the current City Surveyor's estimate for the work is £7,000.
- d) The communal garden lawn requires levelling.
- e) A provision has been made for the replacement of the Warden Call Alarm System which is anticipated to be carried out in 2013/14 in conjunction with other City (Housing Revenue Account (HRA)) properties to achieve economies of scale.

### **RECHARGES TO GRESHAM (CITY SIDE) COMMITTEE**

Central costs are recharged to service committees on the basis of the level of service provided. Recharges to the Gresham (City Side) Committee are set out in the table below.

Actual 2011/12 £000		Latest Approved Budget 2012/13 £000	Original Budget 2013/14 £000	Movement £000
	Central Recharges			
4	Support Services	4	4	-
4	<b>Total Central Recharges</b>	4	4	-
3	Recharges from other funds Support Services – Community and Children's	3	3	-
5	Services Gresham Almshouses – Establishment	5	5	-
12	Total Recharges	12	12	_

#### **Support Services**

The support costs have been attributed in accordance the Service Reporting Code of Practice (SeRCOP) produced by the Chartered Institute of Public Finance and Accountancy.

The main support services provided by the central departments are:-

Chamberlain	Accountancy, insurance, revenue collection, payments, financial systems and internal audit
Town Clerk	Committee administration, human resources, public relations, printing and stationery, emergency planning.
Community and Children's Services	Supervision and management of various services including: the resident warden service, implementation of repairs and maintenance to the Almshouses and all matters concerning the welfare of the Almsfolk

# Agenda Item 9

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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# Agenda Item 10

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

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