

## **POLICY AND RESOURCES COMMITTEE**

**Thursday, 16 December 2021**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall (<https://youtu.be/k-VPCzDIzLk>) on Thursday, 16 December 2021 at 1.45 pm

### **Present**

#### **Members:**

Deputy Catherine McGuinness (Chair)  
Christopher Hayward (Deputy Chairman)  
Deputy Keith Bottomley (Vice-Chairman)  
Rehana Ameer  
Marianne Fredericks  
Alderman Timothy Hailes  
Caroline Haines  
Deputy Jamie Ingham Clark  
Shravan Joshi  
Deputy Edward Lord  
Alderman Ian Luder  
Jeremy Mayhew  
Wendy Mead  
Deputy Brian Mooney (Chief Commoner) (Ex-Officio Member)  
Sir Michael Snyder  
Deputy Philip Woodhouse  
Alderman Sir David Wootton

#### **Officers:**

|                     |   |
|---------------------|---|
| John Barradell      | - Town Clerk and Chief Executive  |
| Michael Cogher      | - Comptroller and City Solicitor  |
| Eugenie de Naurois  | - Corporate Affairs   |
| Paul Double         | - Remembrancer  |
| Caroline Al-Beyerty | - Chamberlain   |
| Damian Nussbaum     | - Director of Innovation & Growth   |
| Bob Roberts         | - Director of Communications  |
| Angela Roach        | - Assistant Town Clerk  |
| Gregory Moore       | - Assistant Town Clerk  |
| Dionne Corradine    | - Chief Strategy Officer  |
| Aaron Downey        | - Executive Director & Private Secretary to the Chair of the Policy & Resources Committee |
| Charles Griffiths   | - Bursar, City of London School   |
| Mark Jarvis         | - Chamberlain's Department  |
| Emma Moore          | - Chief Operating Officer and Acting Deputy Town Clerk                                    |
| Gerald Mehrtens     | - Community & Children's Services Department  |
| Dianne Merrifield   | - Chamberlain's Department  |
| Ian Simpson         | - Human Resources   |
| Christopher Rumbles | - Town Clerk's Department   |
| Paul Wright         | - Deputy Remembrancer   |

The Chair welcomed Members to the meeting, remarking on it taking place at a sombre time given the current circumstances with the Covid pandemic. The Chair acknowledged that the meeting was quorate, whilst also remarking on there clearly being a less than ideal situation given the current circumstances around Covid. It was noted that several Member had dialled in to view the meeting as they were understandably unable to attend in person owing to Covid-related illness, isolation requirements, or related concerns.

The Chair referred to an item later on today's agenda that would consider how to deal with meetings moving forward and whether the City Corporation should look at re-introduce its Covid-19 approval process to allow for virtual participation in meetings. Until such a decision was taken, under present rules, those dialled in to the meeting were not permitted to join the discussion, but the Chair stressed she was keen to hear their voice.

The Chair proposed that, if the Committee were content, in order to facilitate remote participation in today's meeting, the formal meeting should now be adjourned. Members, including those joining remotely, could then proceed to discuss the items on the agenda on an informal basis, whilst continuing to allow for Members of the public to view the meeting in the interests of transparency. Once Members had discussed all items informally, the formal meeting would be reopened formal approval sought from the quorate Committee in session, which it was hoped would reflect the views expressed during the informal discussions. Members were reminded that this process had been utilised at the very outset of the Covid outbreak in March 2020.

The Chair suggested that, in the circumstances, this approach seemed the most transparent and equitable way of running the meeting. Members agreed and RESOLVED to adjourn the formal meeting at this point. The Chair thanked Members and confirmed the formal meeting would now be adjourned and that it would re-convene following informal debate to run through all items in an abbreviated way so to seek formal approval of the decisions.

The Town Clerk confirmed the meeting would now proceed on an informal basis. The minutes below reflect the content of the informal discussions and their summary during the formal session, together with the resolutions passed by the Committee during formal session.

## **1. APOLOGIES**

Apologies were received from Nicholas Bensted-Smith, Tijs Broeke, Anne Fairweather, Tracey Graham, Alderman and Sherriff Nick Lyons, Andrew McMurtrie, Ruby Sayed, Deputy Tom Sleigh, Mark Wheatley, and the Rt Hon The Lord Mayor.

The Chair welcomed Mary Durcan to her first meeting and congratulated her on her election to the Committee. The Chair added that, although he was not present, this was also Sheriff Lyons' first meeting, and she took the opportunity to also welcome him to the Committee.

The Chair also took the opportunity to thank Angela Roach, the retiring Assistant Town Clerk, noting that today would be Angela's last day after 33 years at the City Corporation. On behalf of the Committee, and indeed the

Corporation, the Chair also expressed gratitude to Angela for her enormous contributions and hard work over the three and half decades.

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

The Chair declared an interest in item 20 in view of her roles on the Boards of TheCityUK and the Green Finance Institute. She subsequently withdrew from discussion during consideration of that item, with the Deputy Chairman taking the Chair.

---

At this point in the meeting, it was agreed that Item 14 (“Any other business which the Chair considers urgent”) should be taken now, given the evolving situation with respect to Covid-19.

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

**Urgent item – City Corporation Response to Covid and virtual meetings**

The Chair commented on calls from a number of Members to facilitate virtual participation in local or police authority meetings once more, given the spread of the virus and the impact of guidance on limiting travel. She observed that this would entail a return to informal meetings and re-implementing the Covid-19 approval protocols, which had previously been in place up until October 2021. Should it be minded to pursue this, the Committee would also need to make attendant decisions relating to the time period for which the process should be re-introduced and the question of flexibility in respect of those who wished to continue attending meetings physically.

A Member suggested there was a simple solution and proposed that the Covid-19 Approval Protocol be re-introduced but with no fixed term being agreed and any decision on its end date being a decision delegated to the Town Clerk, in consultation with the Chair and Deputy Chairman, bearing in mind the Covid-related situation and how it progressed. The Committee supported this proposal as being pragmatic in the circumstances, particularly acknowledging this was a fast-changing situation and that it was important to ensure the City Corporation was able to carry on with its business.

With reference to the question of physical attendance, it was agreed that flexibility should be sought to allow those Members who wished to attend to continue to do so. However, Members were clear that there should be no expectation of physical attendance from officers, particularly given the unknown natures of individuals’ health situations.

It was further agreed that this should be implemented with immediate effect, given the meetings of the Resource Allocation Sub and Community and Children’s Services Committees due to be held the next day. The Committee therefore resolved that the endorsement of the Court of Common Council being should be sought through urgency procedures immediately following the meeting.

**RESOLVED:** That Members agree that: -

1. Formal local and police authority business be dealt with via the “Covid” ratification process, on the same basis as approved by the Court in April

2021 (i.e., by holding an informal virtual meeting in the first instance to ascertain the general view of the Court of its committees, with the public being given access to the informal meeting to maintain transparency via live streaming and recording). A formal decision, which accurately reflects the mood of the informal meeting, can then be taken by the Town Clerk, or other officer nominated by him, who is hereby given delegated authority to formally approve such decisions pursuant to s.101(1) of the Local Government Act 1972.)

2. Arrangements being implemented with effect from 00.01am on 17 December 2021 with a Court of Common Council decision being sought under urgency procedures to allow this.
3. Authority being delegated to the Town Clerk, in consultation with the Chair and Deputy Chairman, to take decision as to a suitable end-point (bearing in mind the Covid-related situation and how it progresses)
4. The Town Clerk being authorised to make such amendments to Standing Orders and related corporate governance documentation as is required to give effect to the above decisions.

#### **Urgent Item – City Corporation Covid Support for Businesses**

The Chair emphasised the gravity of the current COVID-related situation, particularly for those City businesses which depended on footfall, and sought Members' endorsement to press for all support possible from Government in helping those business that needed it. She acknowledged that it might be too early at this stage to determine specific matters, until such time as the Government had provided greater clarity on the proposed measures and assistance it was intending to offer businesses but stressed that it was important for the City Corporation, both individually and in concert with others, to press the Chancellor of the Exchequer and others to bring in appropriate support.

The Chair noted the agreement round the table to this proposal and confirmed that she would be writing immediately following the meeting to the Chancellor. She would also indicate to Central London Forward, London Councils, and the London Covid Business Forum that the City Corporation would be supporting them in their efforts and looking at what other opportunities there may be.

During discussion, it was suggested that the current restrictions would add significant pressure to the hospitality sector at a time when it had already been under real strain for the last 18 months. The challenges faced by Transport for London and the potential impacts of service reductions on City businesses were also referenced. Reference was made to the City Corporation's Covid Recovery Fund and the possibility of re-opening the scheme for further applications, with it suggested that this might represent a potential opportunity to assist businesses once more at a time of great need. However, given that the details of any possible Government support for businesses and how long restrictions would last were still unknown, it was felt to be precipitate to take any firm decisions now, with it was agreed that it would be prudent to learn what Government support would be offered before the City Corporation took any decision relating to implementation of the Covid Recovery Fund.

Given the possible need to move quickly, it was proposed that the Committee grant delegated authority to the Town Clerk, in consultation with the Members'

Sounding Board (which had previously been established to provide guidance on the Covid Recovery Fund), to agree the arrangements associated with any prospective re-opening of the Scheme. During further debate, whilst concurring with the need to support for businesses a Member suggested it would be desirable for the Resource Allocation Sub-Committee, as a formal sub-committee, to be consulted in respect of any decision-making in this particular instance, or in the exercise of any delegated authority to provide for greater Member input and scrutiny. The Committee supported this proposal.

RESOLVED: That delegated authority be granted to the Town Clerk, in consultation with Resource Allocation Sub-Committee, to consider any further allocation of the remaining balance of the Covid Recovery Fund, as well as changes to the conditions and criteria for application to the Fund.

### 3. **MINUTES**

- a) The public minutes of the Policy and Resources Committee meeting held on 18 November 2021 were approved.

#### **Matters Arising**

**Governance Review** - The Chair thanked Members for their support in progressing this item at the Court of Common Council meeting the week prior. She noted that one of the next steps would be to commence a review of Standing Orders to pick up on the various issues raised and took the opportunity to reflect on a particular issue at last week's meeting, where there had been much angst caused by use of the referral mechanism to send a planning application to the Court. The Chair reflected on the Court's view that it was not designed to consider such things and this should, therefore, be borne in mind when undertaking the review so as to avoid the sort of unhelpful procedural confusions and difficulties experienced. The Committee expressed its support for this approach. One Member expressed their dissatisfaction with the process at Court and the shock that would have been caused to those outside the City Corporation watching the proceedings to see the item dismissed. The Chair remarked on the clarity of the Court's position and the importance of delegating decision-making to appropriate bodies with relevant training and expertise for issues of this type.

- b) The draft public minutes of the Resource Allocation Sub-Committee meeting held on 19 November 2021 were noted.
- c) The draft public minutes of the Projects Sub-Committee meeting held on 17 November 2021 were noted.

### 4. **ACT OF COMMON COUNCIL - NATIONALITY REQUIREMENT FOR ALDERMEN AND PRESIDING OFFICER AT WARDMOTE**

The Committee considered a joint report of the Comptroller and Town Clerk presenting a revised Bill for an Act of Common Council which sought to remove the erroneous reference in Acts of Common Council to a pre-existing requirement for Aldermen to be British subjects; it was also intended to bring in more flexibility into arrangements for presiding at a wardmote by allowing a Lord Mayor's Representative to preside where none of the traditional presiding offers were available.

The Chair noted that the two issues the report touched upon were distinct and advised that, on the nationality question, it had been brought to her attention that there was still a matter to clarify before progressing this further. However, it was highlighted that the Lord Mayor's Aldermanic Representative issue was rather more time critical, as well as comparatively straightforward, as it would help manage the City-wide elections taking place in March 2022. Consequently, she proposed withdrawing those aspects relating to the nationality issue for now and asking the Comptroller to revert in due course with a report once the relevant clarification had been sought.

The support of Members to progress those aspects relating to Aldermen Presiding at Wardmotes was sought and obtained, with delegated authority being granted to the Town Clerk in the usual way to work up revised wording for a Bill reflecting that to be submitted to Court of Common Council in January 2022.

RESOLVED: That authority be delegated to the Town Clerk, in consultation with the Chair and Deputy Chairman, to agree revised wording to a Bill for Act of Common Council for submission to Court of Common Council in January 2022 that reflected the changes outlined in the report concerning Presiding Officers at Wardmotes.

**5. REVIEW OF FUNDING TO THE GUILDHALL SCHOOL OF MUSIC & DRAMA FOR SCHOLARSHIPS**

The Committee considered a report of the Principal, Guildhall School of Music and Drama, relating to the City Corporation's payment of £30,000 per annum to the School for scholarships and seeking agreement to continue this annual payment for the financial years 2022/23 and 2023/24.

RESOLVED: That Members: -

1. Approve as satisfactory the submission of the School's impact report on the use of the £30,000 grant in 2021/22.
2. Approve the grant continuation to 2022/23 and 2023/24 on the basis of this satisfactory submission.

**6. 2022/23 PAY POLICY STATEMENT**

The Committee considered a report of the Director of Human Resources setting out the legislative requirements under which pay policy statements were produced and seeking agreement to the City Corporation's Pay Policy Statement for 2022/23 for onward submission to Court of Common Council.

RESOLVED: That the Pay Policy Statement for 2022/23 be approved for recommendation to the Court of Common Council.

**7. CITY JUNIOR SCHOOL GOVERNANCE STRUCTURE**

The Committee considered a joint report of the Heads of the City of London School and City of London School for Girls seeking agreement to the creation of a new sub-committee to undertake the duties of the Board of Governors of the City Junior School and its draft terms of reference.

It was noted that the proposals and draft Terms of Reference had been agreed in principle by the Boards of Governors, subject to the below outlined

amendment to the Sub-Committee's constitution to attract the widest possible body of talent and expertise by not ruling out City Corporation representatives:

*"up to 3 ~~external~~ additional Members as ~~co-opted non-City of London Corporation~~ Governors with experience relevant to the Board".*

The Committee also endorsed this change.

RESOLVED: That Members:-

1. Agree in principle to the creation of a sub-committee to undertake the duties of the Board of Governors of the City Junior School.
2. Agree to the draft Terms of Reference as detailed in Appendix 3, subject to an amendment of the relevant portion relating to composition such that it states "up to 3 additional members as Governors with experience relevant to the Board.
3. Agree the respective revised Terms of Reference of the Board of Governors of the City of London School and Board of Governors of the City of London School for Girls, which includes the oversight of the City Junior School.

#### 8. **CAPITAL FUNDING - PRIORITISATION OF 2022//23 ANNUAL CAPITAL BIDS - INITIAL REVIEW**

The Committee considered a report as part of third annual capital bid round presenting 47 live bids amounting to £61.9m, offering an assessment of the bids based on a RAG rating approach, resulting in £24.3m green, £29.3m amber and £8.4m red.

It was noted that the report had been considered by the Resource Allocation Sub-Committee and the views expressed by the Sub-Committee were set out within the revised report.

RESOLVED: That Members: -

1. Note the total value of City Fund and City's Cash bids amounting to £61.9m against a target upper limit of £30m (excluding BHE).
2. Review the initial RAG rating of £24.3m green, £29.3m amber and £8.4m red contained in the appendices (determined in consultation with senior officers).
3. Agree that funding for the green bids be incorporated into the medium-term financial plans, providing they remain within the £30m overall limits for City Fund and City's Cash and remain at a similar modest level for Bridge House.
4. Agree in-principle that bids with a final RAG rating of amber and red be deferred, subject to further consideration of reduced funding options for the three schemes highlighted in the appended RASC draft minute.
5. Agree that amber-rated bids be placed on a reserve list to be progressed in the event that funding headroom is identified.
6. Note that the final decision on the green-rated bids for inclusion in the 2022/23 draft budgets will be confirmed at the joint meeting of RASC and the ser

## **9. ELECTORAL REGISTRATION**

The Committee considered a joint report of the Comptroller, Remembrancer and Town Clerk to determine whether the unofficial policy of not nominating workers to vote in the Ward Elections in which the City Corporation has premises was maintained or reversed. During the discussion that followed the following points were raised:

- It was suggested allowing Members of staff to vote had the potential to create conflicts in a number of ways. Consequently, a change of policy – particularly at this point in time when the potential implications were unclear – was not thought a good idea.
- It was questioned how the City Corporation differed from other Local Authorities in relation to voting eligibility for workers, with it suggested that the City Corporation was not unique in this regard and Local Authorities elsewhere would have people working for them that also had a vote in their elections.
- However, it was countered that there was a significant difference between the City Corporation and Local Authorities in this instance as the nature of the vote was different; voters in other areas required residential status and, indeed, those who lived in the City would already have the right to vote in City elections, so there was no distinction from other Local Authorities there.
- It was questioned how any change would fit with the Member / Officer protocol agreed at the last meeting and the potential for additional pressure that might be placed on staff if they were being lobbied for votes.
- Several Members intimated that they would not in-principle rule out a change of policy permanently, but agreed with comments that it would require careful thought and reflection before taking any action. There was certainly a case to be examined but not in haste on an urgent report the day of the deadline, with it further detailed discussions would be necessary in due course.

Closing the debate, the Chair reflected that the majority position was to continue the policy decision that the City Corporation does not enfranchise its employees.

Alderman Tim Hailes and Deputy Edward Lord asked that their dissent be recorded.

RESOLVED: That Members agree to the existing policy of the City Corporation not nominating workers to vote in Ward Elections in which the Corporation has premises being maintained.

## **10. POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY**

The Committee received a report of the Chamberlain providing the schedule of projects and activities which had received funding from Policy Initiatives Fund, the Policy and Resources Committee's Contingency Fund, Committee's Project Reserve and COVID19 Contingency Fund.

RESOLVED: That the report be received and its content noted.

## **11. DISCHARGE OF SEWAGE INTO THE RIVER THAMES**



The Committee received a resolution of Port Health and Environmental Services Committee urging representations to be made in respect of discharge of sewage into the River Thames.

The Chair noted the resolution and confirmed she would take this forward with officers.

RECEIVED.

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

The Committee received a report of the Town Clerk updating Members on action taken by the Town Clerk in consultation with the Chair and Deputy Chairman, in accordance with Standing Order Nos. 41(a) and 41 (b) since the last meeting.

RESOLVED: That the report be received and its content noted.

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

**Electoral Registration**

The Chair asked for an update on Electoral Registration for this year in headline terms. The Election Engagement Manager updated Members and confirmed today was the day of the registration deadline, noting that the numbers on the Ward List, which had dipped to 13748 during the pandemic, had now increased to above 18000. It was further noted that 1000 occupiers had vacated the City or were no longer occupying premises. The Chair welcomed these headline figures and thanked the team for all their efforts in achieving this.

The importance of encouraging electors to take up postal votes in the current situation was noted.

A Member questioned if it was possible for adjourned wardmotes to be reconvened at Guildhall in such a way as to facilitate a single central counting station, following the City-wide elections. The Member suggested this might be worth investigating given it would be difficult to know the number of staff available owing to Covid-related issues. The Chair suggested this point be taken away to consider by relevant officers.

With reference to the 1000 thousand businesses that had left the City, it was suggested that it would be helpful a survey be undertaken to understand the reasons for departure.

It was confirmed that a further update report was planned for the next meeting of the Policy and Resources Committee.

**Museum of London**

A Member advised that the Museum of London had confirmed that the Prince of Wales had graciously agreed to be a Patron and the Committee recorded its congratulations.

### **Markets Relocation**

Members referred to ongoing discussions with traders about the future of Smithfield market and questioned what could be done to speed up negotiations. The Chair advised that a paper was being prepared updating on the current position that would allow an opportunity for discussion at the next meeting.

-----

At this point in the meeting, the formal meeting was reconvened and the Committee summarised the views expressed through informal engagement, before resolving as indicated above.

#### **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 of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

#### **16. NON-PUBLIC MINUTES**

- a) The non-public minutes of the meeting of Policy and Resources Committee held on 18 November 2021 were approved.
- b) The draft non-public minutes of the Resource Allocation Sub-Committee meeting held on 19 November 2021 were noted.
- c) The draft non-public minutes of the Projects Sub-Committee meeting held on 17 November 2021 were noted.
- d) The non-public minutes of the Tackling Racism Taskforce meeting held on 17 September 2021 were noted.
- e) The draft non-public minutes of the Culture Mile Working Party meeting held on 25 October 2021 were noted.

#### **17. ALLOCATION OF THREE INDEPENDENT SCHOOLS FUNDING WITH THE SCHOOLS FUNDING MODEL**

The Committee considered a report of the Chamberlain relating to allocation of three Independent Schools Funding within the schools funding model.

#### **18. TOM AND GOVERNANCE REVIEW: COL INDEPENDENT SCHOOLS**

The Committee considered a joint report of the Heads of the City of London Freeman's School, City of London School, City of London School for Girls and Town Clerk updating on the TOM and Governance Review.

#### **19. CITY OF LONDON PRIMARY ACADEMY ISLINGTON - CAPITAL FUNDING AND TEMPORARY ACCOMMODATION COSTS**

The Committee considered a report of the Director of Community and Children's Services relating to City of London Primary Academy Islington – Capital Funding and Temporary Accommodation costs.

20. **CITY OF LONDON'S SUPPORT FOR KEY PARTNERS**

The Committee considered a report of the Director of Innovation and Growth seeking City of London Support for Key Partners.

21. **NON-PUBLIC DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

The Committee received a report of the Town Clerk providing information on non-public decision taken under delegated authority or urgency powers between meetings.

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

A Member raised a question relating to the Museum of London.

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

There were no additional items of business.

24. **CONFIDENTIAL MINUTES**

The confidential minutes of the Policy and Resources Committee meeting on 18 November 2021 were approved.

25. **DESTINATION CITY - INDEPENDENT REVIEW**

The Committee considered a report of the Director of Innovation and Growth relating to Destination City.

26. **PROPOSALS FOR THE ORGANISATIONAL DESIGN OF PROJECT GOVERNANCE AND THE ROLE OF THE HEAD OF PROFESSION FOR PROJECT GOVERNANCE AND PROGRAMME MANAGEMENT**

The Committee considered a report of the Chief Operating Officer relating to proposals for the organisational design of project governance and programme management.

**The meeting ended at 4.27pm.**

-----  
Chairman

**Contact Officer: Christopher Rumbles**  
**christopher.rumbles@cityoflondon.gov.uk**