

POLICY AND RESOURCES COMMITTEE
Thursday, 19 January 2023

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 19 January 2023 at 1.45 pm

Present

Members:

Deputy Keith Bottomley (Chairman)
Tijs Broeke (Vice-Chair)
Mary Durcan (Vice-Chair)
Deputy Randall Anderson (Ex-Officio Member)
Deputy Rehana Ameer
Deputy Henry Colthurst (Ex-Officio Member)
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
Deputy Sir Michael Snyder
Deputy Philip Woodhouse
Wendy Hyde (Ex-Officio Member)
Deputy Simon Duckworth (Chief Commoner) (Ex-Officio Member)

In attendance (observing online)

Munsur Ali
Benjamin Murphy
Paul Singh

Officers:

Paul Wilkinson	- City Surveyor
Caroline Al-Beyerty	- The Chamberlain
Bob Roberts	- Deputy Town Clerk
Polly Dunn	- Town Clerk's Department
Jen Beckerman	- Executive Director and Private Secretary to the Chairman of Policy and Resources Committee
Michael Cogher	- Acting Town Clerk
Paul Double	- City Remembrancer
David Mendoza-Wolfson	- Deputy Town Clerk's Department
Greg Moore	- Assistant Town Clerk

Sheldon Hind	- Deputy Town Clerk's Department
Sim Shah	- Innovation and Growth
Dionne Corradine	- Chief Strategy Officer
Bruce Hunt	- Remembrancer's Office
John Hall	- City of London School for Girls
Luciana Magliocco	- Innovation and Growth
Dylan McKay	- Deputy Town Clerk's Department
Juliemma McLoughlin	- Executive Director Environment
Laurie Miller-Zutshi	- Innovation and Growth
Emma Moore	- Chief Operating Officer
Paul Wright	- Deputy Remembrancer
Mavis Amouzou-Akue	- Chamberlain's Department
Saida Bello	- Chief Operating Officer's Department

The Town Clerk conveyed the Chairman's apologies for the meeting owing to his participation in a joint programme at the World Economic Forum Annual Meeting in Davos with the Lord Mayor, with the Deputy Chairman overseeing proceedings and assuming the Chair.

1. APOLOGIES

Apologies were received from Chris Hayward, The Rt Hon The Lord Mayor Alderman Nicholas Lyons, Alderman Michael Mainelli and Ruby Sayed.

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

There were no declarations.

3. MINUTES

- a) The public minutes of the Policy and Resources Committee meeting on 15th December 2022 were agreed as an accurate record.

Matters arising

St Brides Tavern – A Member referred to the report being clear that the application had met the national criteria and suggested it was a requirement on the Committee to grant its approval. The Member also referred to the minutes of the meeting not detailing why the application had been refused.

The Chairman clarified that minutes of a meeting were to record decisions taken. It was confirmed that a note would be circulated to Members in due course providing further detail. A Member suggested the note be circulated to all Members of Court of Common Council given the recent Court question and discussion, which the Chairman agreed to.

Major Programme Governance – A Member, also Chairman of Capital Buildings Board referred to the previous discussion around achieving an appropriate level of Member oversight and access to decision making in

overseeing the major programmes. Members noted the agreement of Capital Buildings Board to a representative of the Museum of London attending future Capital Buildings Board meetings when there was a related Museum of London item on the agenda for consideration.

It had identified that there remains a level of funding to be raised to achieve delivery of the Museum of London Relocation Programme that would be an acceptable solution for the Museum of London and City Corporation. Members noted that a paper would be coming to Policy and Resources Committee to allow consideration of the position and a decision to be taken.

In relation to the Markets Co-Location Programme, Members noted that Emma Moore had been appointed as Senior Responsible Officer. It was further highlighted that a Barking Reach Group was being established to provide a level of Member input as may be required, with terms of reference of the group providing a level of delegation to the Senior Responsible Officer to act in accordance with the wishes of the group.

The Chairman confirmed that Barking Reach Group would have the ability to co-opt suitable experts as required.

- b) The public minutes of the Operational Property and Projects Sub-Committee meeting on 23rd November 2022 were noted.
- c) The draft public minutes of the Operational Property and Projects Sub-Committee meeting on 14th December 2022 were noted.
- d) The public minutes of Resource Allocation Sub-Committee meeting on 9th November 2022 were noted.

4. DRAFT HIGH-LEVEL BUSINESS PLAN 2023/24 - TOWN CLERK'S DEPARTMENT

The Committee considered a report presenting high-level Business Plans for several functions within the Town Clerk's Department for 2023 / 24.

Members noted that Policy and Resources Committee was being asked to approve the 2023 / 24 Business Plan for Strategic Security and Resilience.

RESOLVED: That Members: -

- Approve the 2023 / 24 Business Plan for Strategic Security and Resilience.

5. DRAFT HIGH-LEVEL BUSINESS PLAN 2023/24 - COMMUNICATIONS (TOWN CLERK'S)

The Committee considered a report of the Deputy Town Clerk presenting a high-level Business Plan for the Corporate Communications Team.

A Member referred to internal communications and keeping staff informed as an area that would need strengthening this year. The Deputy Town Clerk responded

confirming a new internal communications plan was being developed in consultation with the recently appointed Town Clerk and Chief Executive, with it also being an area stressed during the appointment of a new Director of Communications.

A Member referred to reference to community engagement and suggested this could be more precise and refer to residents and community, being more specific and with a greater focus on residents. The Deputy Town Clerk responded confirming this would be easily achievable through the Community Engagement report that would be coming forward to Communications and Corporate Affairs Sub-Committee, which would include residential engagement.

RESOLVED: That Members: -

- Approve the department Business Plan 2023 / 24 for the Corporate Communications Team.

6. **DRAFT HIGH-LEVEL BUSINESS PLAN 2023 / 24 - INNOVATION & GROWTH**

The Committee considered a report of the Director of Innovation & Growth providing a high-level Business Plan for the Innovation and Growth Department for 2023 / 24.

There was reference to the space requirement of Innovation and Growth and Members wanting to see this given a priority. It was stressed that Destination City was about more than events and this needed to be made clear. There was reference to SMEs, with Members noting this was not technically an area sitting within IG but that there was a need for a joined up approach and so it could be referenced.

RESOLVED: That Members: -

- Note the factors taken into consideration in compiling the Innovation & Growth Business Plan; and
- Approve the departmental 2023/24 Innovation & Growth Business Plan.

7. **DRAFT HIGH-LEVEL BUSINESS PLAN 2023 / 24 - REMEMBRANCER'S DEPARTMENT**

The Committee considered a report of the Remembrancer presenting for approval a high-level Business Plan for the Remembrancer's Office for 2023/24.

RESOLVED: That Members: -

- Note the factors taken into consideration in compiling the Remembrancer's Office Business Plan; and
- Approve the Remembrancer's Office departmental Business Plan 2023/24.

8. **DEPARTMENTAL 2023 / 24 BUDGET ESTIMATES - POLICY AND RESOURCES COMMITTEE**

The Committee considered a joint report of the Town Clerk, Remembrancer, Chief Operating Officer, Executive Director of Innovation and Growth and

Chamberlain presenting the annual submission of the revenue budgets in relation to the operational services directly overseen by Policy and Resources Committee.

RESOLVED: That Members: -

- Approve the Deputy Town Clerk's, Remembrancer's, Executive Director of Innovation & Growth's and Chief Operating Officer's proposed revenue budgets for 2023/24 for submission to the Finance Committee;
- Note the update on the capital and supplementary revenue projects budgets for 2022/23;
- Authorise the Chamberlain, in consultation with the Deputy Town Clerk, Remembrancer, Executive Director of Innovation & Growth and the Chief Operating Officer to revise these budgets to allow for any further implications arising from Corporate Projects, other reviews and changes to the Cyclical Works Programme; and
- Authorise the Chamberlain to agree minor amendments for 2022/23 and 2023/24 budgets arising during budget setting.

9. **LONDON COUNCILS GRANTS SCHEME**

The Committee considered a report of the Town Clerk presenting total expenditure to be incurred under the London Councils Grants Scheme and the City of London Corporation's contribution to it.

RESOLVED: That Members: -

- Approve the total amount of expenditure to be incurred in 2023 / 24 under the Scheme (£6.686m) and to the City Corporation's subscription for 2023 / 24 (£8,102) as set out in Appendices A and B of the report; and
- subject to the Court of Common Council's approval (as levying body for the Scheme), the levy of £6.686m (as set out in Appendix B) be agreed.

10. **EQUALITY, DIVERSITY & INCLUSION SUB-COMMITTEE TERMS OF REFERENCE**

The Committee considered a report of the Town Clerk presenting terms of reference for Equality, Diversity and Inclusion Sub-committee.

Members noted that Corporate Services Committee had approved the terms of reference, subject to the addition of Socio Economic in Equalities being included.

RESOLVED: That Members: -

- Approved the terms of reference of the Equality, Diversity & Inclusion Sub-Committee, with the inclusion of Socio Economic in Equalities.

11. PROPOSAL TO AGREE A TIMELINE FOR CONSULTATION ON EQUALITY OBJECTIVES 2023 TO 2027

The Committee considered a report of the Chief Operating Officer presenting a timeline for consultation on new overarching Equality Objectives for the City of London Corporation.

A Member, also Vice Chairman of Policy and Resources Committee referred to the Public Sector Equalities Duty lacking sufficient reference within reports that were coming forward and of there being a need to remind officers of the requirement to complete this. The Town Clerk provided a level of assurance explaining that a tool kit was available to assist report authors as part of report writing, with more to be done to make them aware of as part of report writing training. It was further highlighted that Member Learning and Development Steering Group would be considering proposals in this regard at a meeting tomorrow and this would include ensuring all Members have access to online training so they know what to expect and appropriate questions to ask.

A Member, also Chairman of Finance Committee, referred to Corporate Services Committee tweaking objective 4 to include 'suitably skilled'.

There was also reference to a further question raised at Corporate Services Committee in relation to the timeline and whether a decision needed to go forward to Court of Common Council in April for approval, with it proposed that this reference be removed. The Chairman agreed that it would not be necessary to pause this area of work until April to allow it to go forward to Court of Common Council and that officers should look at progressing it immediately without a need to go forward as indicated in the timeline for consultation.

RESOLVED: That Members: -

- Agree that internal consultation can commence on the proposed Equality Objectives 2023 to 2027
- As an interim measure, to agree that the current Equality Objectives in paragraph 2 will remain applicable until the Court of Common Council approves the new Equality Objectives in 2023
- Note that revised proposals will come back to this committee in March 2023 for approval to progress to external consultation
- Note the planned timeline in Appendix 1 of the attached report

12. DESTINATION CITY UPDATE - MEMBER CITY ENVOY NETWORK APPOINTMENT AND THE EVALUATION OF THE GOLDEN KEY EVENT

The Committee considered a report of the Executive Director of Innovation and Growth providing updates in relation to both the appointment of a Member to the City Envoy Network and an evaluation of The Golden Key event, which took place on 15 October 2022.

A Member made reference to an analysis and assessment of key data in relation to the number of attendees on the day and of a need to ensure the information

and figures were correct. The Chairman added how a key part of Destination City was a need for data.

Members noted that data had been obtained through Transport for London, O2 mobile as well as through working with businesses to understand increases in footfall and spend. A key priority was to enhance the measurement of data used through use of Smart City technology, but at the moment this was being done through using data that was available. Work continued looking at data capability across the City Corporation.

RESOLVED: That Members: -

- Approve the process to appoint a Member to join the City Envoy Network.
- Note the evaluation results for The Golden Key event.

13. POLICY AND RESOURCES CONTINGENCY / DISCRETIONARY FUNDS

The Committee received a report of the Chamberlain providing schedules of projects and activities which have received funding from the Policy Initiatives Fund (PIF), the Policy and Resources Committee's Contingency Fund, Committee's Project Reserve and COVID19 Contingency Fund for 2022/23 and future years with details of expenditure in 2022/23,

RECEIVED

14. YEAR 2 QUARTER 3 UPDATE ON CLIMATE ACTION STRATEGY

The Committee received a report of the Executive Director of Innovation and Growth providing an update on progress and potential risks for the programme.

A Member, also Chairman of Finance Committee, stressed a need to filter into future reporting the financial savings that were being achieved through the Climate Action Programme.

RECEIVED

15. POLICY LEADS QUARTERLY UPDATE

The Committee received a report of the Deputy Town Clerk providing an update on the work of the six Policy Leads appointed by the Policy and Resources Committee.

The Chairman referred to the question of funding to be discussed by Resource Allocation Sub-Committee to understand the level of resources that would be attached to each area under a Policy Lead.

A Member, also Charman of Finance Committee encouraged the Policy Leads to come together and agree a consistent approach and template to reporting, which the Chairman agreed would assist Members during their review of the item each quarter.

RECEIVED

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

There were no questions.

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

There were the following items of business for consideration.

Electronic voting

The Chairman referred to a discussion at Court of Common Council in December during which there was a proposal to investigate the use of an electronic voting solution to make the Court more efficient in its decision making.

Members noted that a secure, user friendly and cost effective system had been identified, with a test kit currently being trialled and Members welcome to try it out. A proposal was due to come forward to Policy and Resources Committee for approval next month, following which it would go forward to Court of Common Council for approval, with the aim of having it introduced and up and running during the first half of this year.

A Member, also Vice-Chair, referred to her trial of the electronic voting system, noting it was very simple to use, very good and effective. The Member offered her congratulations to all those behind the acquisition, who had done an excellent job at a reasonable cost.

Support for Academies

A Member referred to a question at Court of Common Council and requested an update in relation to academies, the cost of living and a report coming to Policy and Resources Committee.

Members noted that the Chairman of Policy had written to the Chair and Executive Member for Children and People at London Councils in relation to agreeing an approach to providing free school meals. A Member, also Chairman of Education Board, referred to the first of the parental roundtable meetings earlier in the day, with a toolkit being developed to support parents and families and a report to follow in April in line with the reporting policy. It was agreed that the Chairman's letter would be circulated to Members.

A Member questioned the cost of providing free school meals. In response, a Member, also Chair of Education Board, stressed that many of the Children at City Schools were not City children and that it would be for the City of London Academy Trust to negotiate with the education authority.

A Member referred to an overview provided to Court of Common Council on the various initiatives the City was doing to support the cost of living crisis and requested a list of the support available so it can be shared. The Chairman referred to a leaflet that could be circulated providing information on support, access and help available for families and people, which would be circulated to Members.

18. **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.

19. NON-PUBLIC MINUTES

- a) The draft non-public minutes of the Policy and Resources Committee meeting on 15th December 2022 were agreed.
- b) The non-public minutes of the Operational Property and Projects Sub-Committee meeting on 23rd November 2022 were noted.
- c) The draft non-public minutes of the Operational Property and Projects Sub-Committee meeting on 14th December 2022 were noted.
- d) The draft non-public minutes of the Resource Allocation Sub-Committee meeting on 9th November 2022 were noted.

20. SINGAPORE SCHOOL PROPOSITION

The Committee considered a report of the Headmistress of City of London School for Girls relating to a Singapore School proposition.

21. ALDERMANIC QUALIFICATIONS - FOREIGN CONVICTIONS

The Committee considered a report of the Comptroller and City Solicitor relating to Aldermanic Qualifications – Foreign Convictions.

22. GUILDHALL COMPLEX - REFURBISHMENT OPTIONS FOR THE NORTH AND WEST WINGS

The Committee considered a report of the City Surveyor relating to Guildhall Complex Refurbishment Options for the North and West Wings.

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

There were none.

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

Director of Communications Recruitment – The Committee received an update relating to the Director of Communications Recruitment.

25. MINUTES

- a) The Confidential minutes of the Policy and Resources Committee meeting on 15th December 2022 were approved as an accurate record.

The meeting ended at 3.09pm

Chairman

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