

POLICY AND RESOURCES COMMITTEE
Thursday, 9 May 2024

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 9 May 2024 at 1.45 pm

Present

Members:

Deputy Christopher Hayward (Chairman)
Deputy Keith Bottomley (Deputy Chairman)
Tijs Broeke (Vice-Chair)
Caroline Haines (Vice-Chair)
Munsur Ali
Deputy Randall Anderson (Ex-Officio Member)
Deputy Henry Colthurst (Ex-Officio Member)
Deputy Peter Dunphy
Mary Durcan (Ex-Officio Member)
Helen Fentimen OBE JP
Steve Goodman OBE
Jason Groves
Alderman Timothy Hailes JP
Jaspreet Hodgson
Deputy Shravan Joshi MBE
Alderman Alastair King DL
Alderman Vincent Keaveny, CBE
Deputy Paul Martinelli
Deputy Andrien Meyers
Deputy Alastair Moss
Benjamin Murphy
Alderman Sir William Russell
Deputy Sir Michael Snyder
Deputy James Thomson
James Tumbridge

In attendance (In Guildhall)

Paul Singh
Deputy Marianne Fredericks
Catherine McGuinness
Deputy Henry Pollard

In attendance (Observing Online)

Deputy Madush Gupta
Deputy Elizabeth King

Officers:

Ian Thomas CBE
Gregory Moore

- Town Clerk & Chief Executive
- Deputy Town Clerk

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| Jen Beckerman | - Executive Director and Private Secretary to the Chairman of Policy and Resources Committee |
| Polly Dunn | - Assistant Town Clerk and Executive Director, Governance and Member Services |
| Benjamin Dixon | - Town Clerk's Department |
| David Mendoza Wolfson | - Town Clerk's Department |
| Chris Rumbles | - Town Clerk's Department |
| Emily Slatter | - Town Clerk's Department |
| Caroline Al-Beyerty | - Chamberlain |
| Phil Black | - Chamberlain's Department |
| Sonia Virdee | - Chamberlain's Department |
| Michael Cogher | - Comptroller and City Solicitor, Deputy Chief Executive |
| Dionne Corradine | - Chief Strategy Officer |
| Judith Finlay | - Director of Community and Children's Services |
| Deborah Bell | - Community and Children's Services Department |
| Alison Littlewood | - Chief People Officer |
| Cindy Vallance | - People and HR Department |
| Damian Nussbaum | - Director of Innovation & Growth |
| Daniel O'Bryne | - Innovation and Growth |
| Bob Roberts | - Executive Director, Environment |
| Depali Bhakti | - Environment Department |
| Alex Leader | - Environment Department |
| Emily Tofield | - Executive Director of Corporate Communications and External Affairs |
| Paul Wilkinson | - City Surveyor |
| James Murray | - City Surveyor's Department |
| Peter Young | - City Surveyor's Department |
| Paul Wright | - Remembrancer |

With Alderman Sir William Russell in the Chair.

1. APOLOGIES

Apologies were received from The Rt Hon the Lord Mayor, Michael Mainelli, Deputy Brian Mooney, Philip Woodhouse and Deputy Ann Holmes.

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

There were no declarations.

3. ORDER OF THE COURT OF COMMON COUNCIL

The Committee received an Order of the Court of Common Council dated 25th April, appointing the Committee and setting its terms of reference for the ensuing year.

RECEIVED

4. **ELECTION OF CHAIR**

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

Deputy Christopher Hayward, being the only Member expressing their willingness to serve, was duly elected Chairman for the ensuing year.

The Chairman took the opportunity to thank Members for their continued support in re-electing him, he welcomed new Members to the Committee and also conveyed his thanks to those Members that had not returned for the valued contribution they had made to the work of the Committee.

5. **ELECTION OF DEPUTY CHAIR**

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

Deputy Keith Bottomley, being the only Member expressing their willingness to serve, was duly elected Deputy Chairman for the ensuing year.

6. **ELECTION OF VICE CHAIRS**

The Committee proceeded to elect its two Vice Chairs in accordance with Standing Order No. 30.

Tijs Broeke and Caroline Haines, being the only Members indicating their willingness to serve, were duly elected for the ensuing year.

7. **MINUTES**

- a) The public minutes of the Policy and Resources Committee meeting on 11 April 2024 were approved as an accurate record.
- b) The public minutes of the Capital Buildings Board meeting on 8 February 2024 were noted.
- c) The draft public minutes of the Member Development Standards Sub-Committee meeting on 8 March 2024 were noted.
- d) The public minutes of the Capital Buildings Board meeting on 14 March 2024 were noted.
- e) The draft public minutes of the Equality Diversity and Inclusion Sub-Committee meeting on 21 March 2024 were noted.

8. **POLICY AND RESOURCES COMMITTEE APPOINTMENTS**

- a) **Appointments To Sub-Committees, Boards and Representatives on other Committees**

The Committee considered a report of the Town Clerk relating to the appointment, composition and terms of reference of Policy and Resources Committee's Sub-Committees, together with the appointment of its representatives on other City Corporation Committees.

The Town Clerk confirmed that in the interests of efficiency, the Chairman had proposed approving the various terms of reference, which set out the composition and responsibilities of the Sub-Committees as drafted and presented in appendices A-H, noting that the composition of Resource Allocation Sub-Committee was determined by the Court of Common Council.

RESOLVED: That Members agreed the terms of reference, as detailed in appendices A-H.

The Town Clerk handed over to the Chairman, who in accordance with Standing Order 27, confirmed his nominees for the various Chairs and Deputy Chairs of Sub-Committees.

Resource Allocation Sub-Committee – As per the composition of Resource Allocation Sub-Committee, as directed by the Court, Members noted that it was the Chairman of Policy's role to act as Chairman and the specified role of the Chairman of Finance Committee to act as its Deputy Chairman.

Communications and Corporate Affairs Sub-Committee

Chair – Jason Groves

Deputy Chair– Deputy Christopher Hayward

Civic Affairs Sub-Committee

Chair - Deputy Keith Bottomley

Deputy Chair – Deputy Peter Dunphy (Chief Commoner)

Member Development and Standards Sub-Committee

Chair - Deputy Peter Dunphy (Chief Commoner)

Deputy Chair – Helen Fentimen

Capital Buildings Board

Chairman – Sir Michael Snyder, Deputy

Deputy Chairman – Oliver Sells K.C.

A Member raised a point of order and asked the Chairman to consider how advisable it was for him to make this nomination given his pecuniary interest in certain items to be considered by the Board. The Member raised a question regarding a time limit for Chairs of Committees and Sub-Committees in accordance with Standing Orders. The Member added how he did not consider it appropriate for the Chairman to make the appointment, with it being further suggested that it required a dispensation in accordance with the Members' Code of Conduct for him to do so.

The Chairman responded confirming that he believed he was acting entirely constitutionally and that he had been so advised by officers prior to the meeting.

The Chairman stressed that all his pecuniary and non-pecuniary interests were fully disclosed in accordance with agreed procedures, further confirming that he had never partaken in any debates or discussions in relation to an area in which he may have a conflict of interest.

The Town Clerk confirmed that the Chairman's pecuniary interests were such that a dispensation was not required when appointing to Sub-Committees. It was further clarified that Standing Order 29 dictated term limits for Chairs of Grand Committees only. There was no limit to the length of time an individual can serve as Chair of a Sub-Committee.

The Member challenged the Town Clerk's interpretation of Standing Orders, with the Chairman responding confirming the Town Clerk had given their interpretation of Standing Orders and a ruling and with the Members point of order having been ruled out as a result. The Chairman reiterated his previous comment that he had acted entirely constitutionally and within the agreed governance framework at all times; with his position having been vindicated by advice of the Town Clerk.

Freedom Applications Sub-Committee

Chair – Alderman Sir William Russell

Deputy Chairman – Deputy Shravan Joshi

Equality, Diversity and Inclusion Sub-Committee

Chair – Deputy Andrien Meyers

Deputy Chair – Dr Joanna Abeyie

At this point, the Chairman sought Members agreement to his nominations as detailed. Deputy Paul Martinelli put on record his objection in relation to the appointment of the Chairman of Capital Buildings Board.

RESOLVED: That Members approved the Chairman's nominations for the positions of Chair and Deputy Chair of the various Sub-Committees as detailed.

At this point in the meeting, the Town Clerk confirmed the intention to move to the remaining appointments, with ballots to be conducted in the room as required.

Noting the appointments already agreed through the appointment of a Chair and Deputy Chair of the various Sub-Committees, the following Members were duly appointed.

Resource Allocation Sub-Committee

The following Members were duly appointed:

- Helen Fentimen
- Jason Groves
- Alderman Tim Hailes
- Deputy Shravan Joshi
- Alderman Vincent Keaveny
- Deputy Andrien Meyers
- Deputy James Thomson

Communications and Corporate Affairs Sub-Committee

The following Members were duly appointed:

- Deputy Peter Dunphy, Chief Commoner
- Helen Fentimen
- Deputy Shравan Joshi
- Deputy James Thomson

Civic Affairs Sub-Committee

- Tijs Broeke
- Jaspreet Hodgson
- Deputy Shравan Joshi
- Deputy Andrien Meyers

Member Development and Standards Sub-Committee

The Town Clerk referred to there being two places for Policy and Resources Committee to appoint to this Sub-Committee. Noting that Helen Fentimen had already been appointed as Deputy Chair this would leave one remaining vacancy to be filled.

The Town Clerk confirmed that no further expressions of interest had been received beyond Ms Fentimen's. This being the case, the Chairman agreed to pass the further vacancy over to the next Policy and Resources Committee meeting.

Capital Buildings Board

- James Tumbridge
- Tijs Broeke

Freedom Applications Sub-Committee

The Town Clerk referred to Deputy Shравan Joshi having already been appointed as Deputy Chair, therefore there were no remaining places.

Members agreed that that the two co-opted vacancies from Court of Common Council, that have been advertised, would be appointed to for a term length of one year.

Equality Diversity and Inclusion Sub-Committee

- Deputy Randall Anderson

Competitiveness Advisory Board

Members noted that, as stated within the report, four Members of the Court of Common Council were appointed following an interview process earlier in the year.

The composition of Competitiveness Advisory was, therefore, to note.

At this point the Committee proceeded to consider representatives on other City Corporation Committees.

Audit and Risk Management Committee

- Deputy Randall Anderson

Barbican Centre Board

- Tijs Broeke

Education Board

- Carloine Haines

Local Plans Sub-Committee

- Deputy Keith Bottomley

Economic & Cyber Crime Committee

The Town Clerk confirmed that there was one vacancy due for appointment, with one expression of interest having been received from James Tumbridge. In addition, Police Authority Board had at its most recent meeting, revised the terms of reference of this Sub-Committee to include a place for the Chairman of Policy and Resources Committee or their nominee. The following appointments were agreed:

- Policy and Resources Committee Representative – James Tumbridge
- Policy Chairman's Nominated representative – Andrien Meyers

Investment Committee

- Deputy Keith Bottomley
- Steve Goodman

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

- Deputy Keith Bottomley

RESOLVED, that the terms of reference of the Sub Committees and Working Parties set out in the report, be endorsed by the Committee, and that the composition of those bodies and the appointments be approved as detailed.

b) **Lead Member Appointments 2024/25**

The Sub-Committee considered a report of the Deputy Town Clerk providing an update in relation to changes previously agreed as part of the Lead Member programme and seeking endorsement of the appointment of Members for the Lead Member roles:

RESOLVED: That Members endorsed the appointment of the following Members for the Lead Member roles:

- Deputy Madush Gupta, Lead Member for Innovation and Technology
- Jason Groves, Lead Member for International Markets
- Jacqui Webster, Lead Member for Resident Engagement
- Paul Singh, Lead Member for SMEs
- Deputy Edward Lord, Lead Member for Sport.

9. **MEMBER-LED RECRUITMENT PROCEDURES AND ROLES INCLUDED**

The Committee considered a report of the Chief People Officer putting forward recommended adjustments to recruitment procedures for roles of Chief Officers / Senior Management Group Officers and a small number of additional roles where appointments were Member led.

During the discussion that followed, a Member referred to the very specific reporting requirements of the Executive Director, Environment given the number of Grand Committees into which the Director reported directly. Members were mindful of the specific reporting requirements of the Executive Director, Environment and the further consideration that would be required in respect of a number of Environment appointments, given the large number of Committees overseeing the function. Following discussion, it was agreed to make a recommendation to Court of Common Council seeking approval of the proposals as presented, whilst further recommending that delegated authority be granted to Policy and Resources Committee and Corporate Services Committee to make a final determination on reporting requirements relating to the role of Executive Director, Environment.

RESOLVED: That Members: -

- Approved the updated Member-Led Recruitment Procedure and Table of Roles, as detailed in Appendix 1 for onward recommendation to Court of Common Council, subject to further consideration of Environment appointments and;
- Agreed to invite Court of Common Council to delegate final approval of Environment appointments back to Policy and Resources Committee and Corporate Services Committee.

10. **CITY OF LONDON CORPORATION: SMALL AND MEDIUM ENTERPRISE (SME) STRATEGY**

The Committee considered a joint report of the Deputy Town Clerk and Executive Director, Environment seeking agreement to a new Small and Medium Enterprise Strategy.

Members welcomed the work that had taken place in developing the strategy, with there being agreement on the importance of SMEs to the City. A discussion followed during which there were a range of comments and areas highlighted. These included a need for a definition of SMEs; looking to engage fully with small businesses in highlighting the range of benefits available to them including access to finance and presenting them with economic opportunities. Agreement on a need to support start-ups, but with concern being expressed for existing small businesses, particularly in retail and a need for more emphasis in this area. The importance of engaging the asset management industry was highlighted.

It was questioned what success would look like in a few years' time, with it being important to be able to clearly demonstrate success. Sustainability of businesses and how many were still going was highlighted as a key measure of success.

Reference was also made to access to different types of data and a suggestion that terminology should be kept generic and easy to understand where a name does not clearly explain the type of data being used.

Members welcomed the cross department working that had taken place during development of the SME Strategy and considered it to be a demonstration of what can be achieved when doing so; it was also a demonstration of the effectiveness of the Office of the Policy Chairman leading on an initiative. There was further acknowledgement of the role of the Small Business, Research + Enterprise Centre and their excellent work.

In response, Members were provided with an update on work that was taking place across the areas highlighted. The Chairman thanked Members for their range of feedback and comments.

RESOLVED: That Members: -

- Approved the SME Strategy at Appendix 1.

11. **CAPITAL FUNDING UPDATE**

The Committee considered a report of the Chamberlain presenting for Members' consideration proposals for release (following gateway approvals) to allow schemes to progress.

A Member remarked on there being two City Corporation assets in the Central Criminal Court and Mansion House that would benefit from looking at the lighting project of St Paul's Cathedral and taking lessons from it; it would be good to reach a point where these two heritage assets in the City benefited from appropriate lighting. The Chairman agreed on them being fantastic assets that would benefit from being cleaned and lighting, whilst also remarking on the significant cost of cleaning the assets.

A Member highlighted a need to look at all City Corporation assets through a climate lens, which the Chairman accepted was a very good point and one the Chamberlain would note.

RESOLED: That Members: -

- (i) Reviewed the schemes summarised in Table 2 and, particularly in the context of the current financial climate, confirmed their continued essential priority for release of funding at this time and accordingly:
- (ii) Agreed the release of up to £2.6m for the schemes progressing to the next Gateway in Table 2 from City Fund £2.376m (including £2m for OSPR and £0.065m CIL), City Estate 0.208m and £0.016m from City Bridge Fund (CBF).

12. POLICY AND RESOURCES CONTINGENCY/DISCRETIONARY FUNDS

The Committee received a report providing the schedule of projects and activities which have received funding from the Policy Initiatives Fund (PIF) and the Policy and Resources Committee's Contingency Fund for 2024/25 and future years with details of expenditure in 2024/25.

RESOLVED: That Members: -

- Received the report and noted the contents of the schedules.

13. DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS

The Committee received a report of the Town Clerk advising Members of action taken by the Town Clerk since the last meeting of the Committee, in consultation with the Chair and Deputy Chair, in accordance with Standing Orders No. 41(a) and 41(b).

RESOLVED: That Members: -

- Received the report and noted its content.

14. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE
There were no questions.

15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT
There were no additional items of business.

16. 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.

17. NON-PUBLIC MINUTES

- a) The non-public minutes of the Policy and Resources Committee meeting on 11 April 2024 were approved as an accurate record.
- b) The non-public minutes of the Capital Buildings Board meeting on 8 February 2024 were noted.
- c) The non-public minutes of the Capital Buildings Board meeting on 14 March 2024 were noted.

18. **APPOINTMENT OF ADDITIONAL EXTERNAL MEMBERS TO COMPETITIVENESS ADVISORY BOARD (CAB)**

The Committee considered a report of the Executive Director of Innovation & Growth relating to the appointment of external Members to Competitiveness Advisory Board.

19. **NEXT STEPS FOR LONDON NAUTICAL SCHOOL JOINING CITY OF LONDON ACADEMY TRUST**

The Committee considered a report of the Director of Community & Children's Services relating to next steps for London Nautical School joining City of London Academy Trust.

20. **CHANGE TO MEMBERS FINANCIAL SUPPORT SCHEMES.**

The Committee considered a report of the Chamberlain proposing changes to the way the Member Extended Support Scheme was being delivered.

At this point in the meeting, in accordance with Standing Order 40, a decision was taken to extend the length of the meeting.

21. **CITY FUND - MUSEUM OF LONDON - AGREEMENT FOR DEVELOPMENT AND LEASE AND THE SUPPLEMENTAL MAIN WORKS AGREEMENT**

The Committee considered report of the City Surveyor providing an update on the Museum of London agreement for development and lease and the supplemental main works agreement.

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

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

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

There were no questions.

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

There was one additional item of business as follows:

City of London Academy Trust

25. MINUTES

- a) The confidential minutes of the Policy and Resources Committee meeting on 11 April 2024 were approved as an accurate record.
- b) The confidential minutes of the Capital Buildings Board meeting on 14 March 2024 were noted.
- c) The draft confidential minutes of the Equality Diversity and Inclusion Sub-Committee meeting on 21 March 2024 were noted.

26. DEPUTY TOWN CLERK RECRUITMENT

The Committee considered a confidential report of the Chief People Officer relating to arrangements for the Deputy Town Clerk recruitment process.

The meeting ended at 3.48pm.

Chairman

Contact Officer: Polly Dunn
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