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| <b>Committee:</b><br>Gresham Committee (City Side)  | <b>Date:</b><br>Friday 31 May 2013 | <b>Item No.</b> |
| <b>Subject:</b><br>Gresham Working Party Representatives  |                                    |                 |
| <b>Report of:</b><br>Town Clerk   | <b>Public<br/> For Decision</b>    |                 |
| <p style="text-align: center;"><b><u>Summary</u></b></p> <ol style="list-style-type: none"> <li>1. This report sets out the Terms of Reference for the Gresham Working Party and requests that the Committee appoint four representatives for the ensuing year. You are also asked to endorse the continuation of the delegated authority arrangements that you have previously approved for occasions when the Working Party's decisions require endorsement more quickly than usual.</li> <li>2. It would be helpful if any Member interested in serving as a representative on the Working Party or as a Gresham College Council representative would inform Gemma Stokley at <a href="mailto:gemma.stokley@cityoflondon.gov.uk">gemma.stokley@cityoflondon.gov.uk</a> (or on 020 7332 1427) of his or her interest before the Committee meeting. That information will be reported orally at the meeting before Members are asked to consider making the necessary appointments.</li> </ol> <p><b><u>Recommendations</u></b></p> <p>Members are asked to:-</p> <ol style="list-style-type: none"> <li>(a) note the Terms of Reference of the Gresham Working Party (paragraph 1);</li> <li>(b) appoint four representatives to represent the City Side on the Gresham Working Party (paragraph 5); and</li> <li>(c) endorse the delegated authority procedures detailed in this report in relation to the Working Party (paragraph 7).</li> </ol> |                                    |                 |

## **Main Report**

### **Working Party - Terms of Reference**

1. The Terms of Reference for the Gresham Working Party were agreed by the Joint Grand Gresham Committee (JGGC) in 2003/04 as follows:-
  - (i) The membership of the Working Party is agreed by the JGGC from time to time.
  - (ii) The Clerk to the JGGC is the Clerk to the Working Party.
  - (iii) The Working Party deals with matters referred to it for detailed consideration and recommended by the JGGC (or exceptionally by the Chairman of the City Side and the Master of the Mercers' Company under the urgency procedure).
  - (iv) Where a matter is referred to the Working Party, authority is also given to consult and engage such professional advisers as the Working Party thinks appropriate and to agree fee arrangements with these advisers, using the urgency procedures as necessary.
  - (v) On completion of its investigations, the Working Party will report its conclusions to the JGGC together with its recommendations for further action. If time is of the essence, the recommended action may be reported directly to the Chairman of the City Side and the Master of the Mercers' Company for immediate action under the urgency procedures. The action taken will then be reported to the next meeting of the JGGC, for the record, in the usual way.
2. You are asked to note the Terms of Reference of the Gresham Working Party.

### **Working Party Membership**

3. The four representatives of the City Side on the Working Party who were appointed in 2012 were:-
  - Chairman (Tom Hoffman)
  - Deputy Chairman (Simon Duckworth)
  - Alderman Sir Robert Finch
  - Brian Harris

4. The Working Party has not met since February 2009, following a series of meetings to draw up the Memorandum of Understanding (MoU) with the Mercers' Company and Gresham College.
5. You are asked to appoint four representatives of the Committee to the Working Party for the ensuing year.

### **Delegated Authority Arrangements**

6. In terms of executing the decisions of the Working Party, it should be noted that, while every effort is made by the Clerk to arrange meetings of the Working Party so that recommendations can be made to the JGGC, this is not always possible or practical. From the City Side's point of view, recommendations of the Working Party may need the early endorsement of not only this Committee, but other Committees and, on occasion, the Court of Common Council. For those reasons, it may be necessary to use Delegated Authority/Urgency Authority procedures in accordance with Standing Order No. 41.
7. Members are therefore asked to agree that delegated authority be given to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to enable such other authorities as may be required in respect of Gresham Working Party matters to be obtained in an expeditious manner when necessary.

### **Conclusion**

8. Members are asked to note the Terms of Reference for the Gresham Working Party and to appoint four Members to represent the City Side on it, as well as to confirm the existing delegated authority arrangements in place.
9. It would be helpful if any Member interested in serving as a representative on the Working Party would inform Gemma Stokley at [gemma.stokley@cityoflondon.gov.uk](mailto:gemma.stokley@cityoflondon.gov.uk) (or on 020 7332 1427) of his or her interest before the Committee meeting. That information will be reported orally at the meeting before Members are asked to consider making the necessary appointment.

### **Contact:**

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