

**POLICY AND RESOURCES COMMITTEE**  
**Thursday, 2 October 2014**

Minutes of the meeting of the Policy and Resources Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 2 October 2014 at 1.45pm

**Present**

**Members:**

Deputy Douglas Barrow (Deputy Chairman, in the Chair)  
Jeremy Mayhew (Deputy Chairman)  
Deputy Catherine McGuinness (Deputy Chairman)  
Deputy Ken Ayers  
Deputy John Barker  
Roger Chadwick  
Alderman Jeffrey Evans  
Stuart Fraser  
Marianne Fredericks  
Alderman Sir David Howard  
Deputy Robert Howard  
Wendy Hyde  
Edward Lord  
Wendy Mead  
Hugh Morris  
Deputy Joyce Nash  
Deputy Dr Giles Shilson  
Sir Michael Snyder  
Deputy John Tomlinson  
Deputy Michael Welbank  
Alderman Sir David Wootton

**Officers:**

John Barradell	Town Clerk and Chief Executive
Susan Attard	Deputy Town Clerk
Simon Murrells	Assistant Town Clerk
Peter Lisley	Assistant Town Clerk
Neil Davies	Town Clerk's Department
Emmet Regan	Town Clerk's Department
Gregory Moore	Town Clerk's Department
Peter Kane	The Chamberlain
Caroline Al-Beyerty	Financial Services Director, Chamberlain's Department
Graham Bell	Chief Information Officer, Chamberlain's Department
Michael Cogher	Comptroller and City Solicitor
Paul Double	City Remembrancer
Nigel Lefton	Remembrancer's Department
Peter Bennett	City Surveyor
Paul Sizeland	Director of Economic Development
Tony Halmos	Director of Public Relations

David Farnsworth  
David Pearson  
Nick Bodger  
Iain Simmons

Chief Grants Officer  
Director of Culture, Heritage and Libraries  
Head of Cultural and Visitor Development  
Department of the Built Environment

The Committee was advised that a member of the public was filming the public portion of the meeting, in line with the Corporations protocols for the filming of meetings.

1. **APOLOGIES**

Apologies were received from Mark Boleat, Deputy John Bennett, Deputy Billy Dove, George Gillon, Vivienne Littlechild, Stephen Quilter, Alderman Alan Yarrow and the Rt. Hon The Lord Mayor Alderman Fiona Woolf.

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

There were none.

3. **MINUTES**

- a) The public minutes of the meeting held on 4 September 2014 were approved.

**Matters Arising**

*Use of Overnight Accommodation (p3)* – The Assistant Town Clerk advised that clarification of use by the various bodies referred to would be provided at the next meeting.

- b) The draft public minutes of the Projects Sub-Committee meeting held on 2 September 2014 were noted.

4. **REGULATION OF INVESTIGATORY POWERS ACT 2000 - QUARTERLY UPDATE**

The Committee noted that no requests which sought authorisation to use surveillance in accordance with the Regulation of Investigatory Powers Act (RIPA) 2000 whilst undertaking City Corporation business had been submitted in the last quarter.

RECEIVED.

5. **REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

The Committee considered a report of the Town Clerk outlining the findings of a review in to polling districts and places within the City, and making recommendations for the future arrangements for City to be used at UK Parliamentary elections.

RESOLVED: That:-

- There should be no changes to the existing boundaries of polling district AL. Situated in the western part of the City, AL district contains the Bread

Street, Castle Baynard, Cordwainer, Cheap, Farringdon Within, Farringdon Without, Queenhithe, and Vintry Wards.

- The polling place for AL polling district should continue to be St Bride Foundation, Bride Lane.
- There should be no changes to the existing boundaries of polling district CL. Situated on the Eastern side of the City, it covers Aldgate, Billingsgate, Bishopsgate, Bridge and Bridge Without, Broad Street, Candlewick, Cornhill, Dowgate, Langbourn, Lime Street, Portsoken, Tower and Walbrook Wards.
- The polling place for CL polling district should continue to be Artizan Street Library and Community Centre.
- Polling district BL should be split, with the Golden Lane Estate making up a new polling district DL. The new boundary for this polling district will be along Fann Street.
- The polling place for DL polling district should be the Sir Ralph Perring Centre.
- The remaining part of BL polling district would contain the Aldersgate, Bassishaw, and Coleman Street Wards, and Cripplegate Ward south of Fann Street.
- The polling place for the remainder of the BL polling district should continue to be St Giles Cripplegate church.

## **6. PROJECT FUNDING UPDATE**

The Committee considered a report of the Chamberlain advising on the current unallocated balances from the previously approved additional funds for capital schemes allocated to City's Cash and the City Fund, and seeking approval for specific allocations concerning the Barbican Area Strategy and City WiFi provision.

It was noted that the non-public appendices circulated at Item 23 on the agenda were to be read in conjunction with this item.

RESOLVED: That Members agree the following allocations:

- £0.62m to fund the City Wi-Fi scheme from the 2014/15 provisions (£0.31m City Fund and £0.31m City's Cash).
- £0.204m to fund the costs arising from the widened scope of the Barbican Area Strategy Review from the 2014/15 City Fund provision.

## **7. CHEAPSIDE BUSINESS IMPROVEMENT DISTRICT PROPOSAL**

The Committee considered a report of the City Surveyor concerning the Cheapside Initiative (CI) Business Improvement District (BID) proposal.

RESOLVED: That Members:-

- Approve the BID Proposal to allow progression to formal consultation.
- Agree that permission should be sought from the Court of Common Council to delegate authority to approve the final form of the detailed Memorandum of Understanding concerning operational matters and the functions of the City as BID Proposer and BID Body to the Policy and Resources Committee
- Agree to delegate authority for the day-to-day management of the BID Body's functions to the City Surveyor, subject to this being exercised in accordance with the approved Memorandum of Understanding and within the BID levy receipts credited to the BID account.

8. **AIR QUALITY CONFERENCE**

The Committee considered a report of the Director of Markets and Consumer Protection seeking funding from Committee Contingency towards an early morning conference on air quality.

RESOLVED: That a sum of £5,000 be allocated from the Committee contingency towards an early morning conference on Air Quality, to be held at Guildhall on 4 November 2014.

9. **CYCLE SUPER HIGHWAY**

The Committee considered a report of the Director of the Built Environment seeking delegated authority to respond to the Mayor of London's proposals for Cycle Super Highways.

A Member, also the Chairman of the Planning & Transportation Committee, cautioned that the issues of concern set out in the report remained so, with further detail necessary before a real assessment of the impact could be made. Given this issue was one of real importance to the City it was felt that the Policy & Resources Committee would need to examine any proposed response in the light of this additional detail when received. It was therefore suggested that, in the event timetables made it impossible for a report to come back to a formal meeting of this Committee, the proposed response should be circulated to all Members for their views. Further, in the event of significant divergence of views, an extraordinary meeting of the Committee should be called.

Accordingly, the Committee agreed to delegate authority with the proviso that all Members of the Policy & Resources Committee be consulted before the formal response was submitted.

RESOLVED: That authority be delegated to the Town Clerk in consultation with the Chairmen and Deputy Chairmen of the Policy & Resources and Planning & Transportation Committees to approve a formal response to the consultation, subject to all Members of the Committee being consulted on the final response prior to its submission.

10. **GREAT FIRE OF LONDON - FEASIBILITY STUDY**

The Committee considered a report of the Director of Culture, Heritage and Libraries concerning proposals for a major public event to commemorate the 350<sup>th</sup> anniversary of the Great Fire of London, specifically seeking approval to provide funding for a feasibility study.

A Member noted that the website project outlined in the proposal would be particularly beneficial from an educational standpoint and complement the City Corporation's increasing work in this area.

RESOLVED: That:-

- A total sum of £19,600 be agreed in support of a report examining the feasibility of a major public event commemorating the Great Fire of London to be met from your Committee's contingency and charged to City's Cash in 2014/15.
- It be noted that if the feasibility study shows the event to be viable, a further report would be presented seeking a sum not to exceed £300,000 to be met from Policy & Resources 2015/16 contingency, this being the total that the City Corporation will be asked to provide towards the project which has an anticipated value of up to £2million.
- It be noted that an additional sum of up to £20,000 may also be sought towards the Great Fire education and website project currently being scoped in detail. This project is estimated could cost in the region of £200,000 and will be the subject of an external funding bid as it could not be resourced through the Museum of London's, London Metropolitan Archives" (LMA) and the Monument's local risk budgets
- It be recommended that the Finance Committee agree to waive the procurement regulations in accordance with regulation 9.2 to enable the selected supplier of the feasibility report and the final project (Artichoke) to be appointed.

11. **800TH ANNIVERSARY OF THE MAGNA CARTA**

The Committee considered a joint report of the Director of Public Relations and the Director of Culture, Heritage and Libraries seeking approval for a number of activities to mark the 800<sup>th</sup> anniversary of the Magna Carta in 2015, at a total cost of up to £128,000 to be met from Committee Contingency.

RESOLVED: That the following activities to mark the 800<sup>th</sup> anniversary of the Magna Carta in 2015 be agreed at a maximum total cost of £128,000, to be met from Committee contingency (£21,000 in 2014/15 and £107,000 in 2015/16) and charged to City's Cash:

- The inclusion in the 2014 Lord Mayor's Show, in a suitably safe and appropriate manner, of the London copy of Magna Carta, at a cost not exceeding £6,000;

- A one-third share of the cost of creating a new permanent Magna Carta exhibition in the Temple Church, £15,000;
- A half share of the cost of an event in Temple Church, a reception in Middle Temple Hall and a dinner in Inner Temple Hall, co-hosted by the City Corporation, on 14 May 2015 to mark the 800th anniversary of King John's sealing of the London Charter, £12,000;
- A reception in Mansion House to mark the 800th anniversary of the convening in London of the barons in May 1215, prior to the sealing of Magna Carta, not exceeding £10,000; and
- A contribution of £85,000 towards the cost of the prime national and international event to mark the anniversary, in the presence of HM The Queen, at Runnymede on 15 June 2015.

## **12. NEW CITY AGENDA**

The Committee considered a report of the Director of Public Relations which sought agreement for the City Corporation to purchase Corporate Partnership of the New City Agenda think-tank, at a cost of £15,000 to be drawn from the Policy Initiatives Fund.

The Director of Public Relations clarified that this proposal had only emerged recently, which was why it had not been included in the recent wider review of the City Corporation's think-tank membership.

**RESOLVED:** That approval be given to Corporate Partnership of New City Agenda at a cost of £15,000 to be drawn from the Policy Initiatives Fund 2014/15, categorised under the Research section of the Fund and charged to City's Cash.

## **13. PUBLIC RELATIONS ACTIVITIES**

The Committee received a report of the Director of Public Relations updating it on activities for the period July to September 2014.

**RESOLVED:** That the report be received.

## **14. REMEMBRANCER'S OFFICE BUSINESS PLAN UPDATE**

The Committee received a report of the Remembrancer providing an overview of his office's activities between April and September 2014 and updating on progress made against the objectives within the department's business plan.

**RESOLVED:** That the report be received.

## **15. ECONOMIC DEVELOPMENT OFFICE ACTIVITIES**

The Committee received a report of the Director of Economic Development providing an update on the activities of his office between June and September 2014 and a summary of progress made against the objectives within the department's business plan.

RESOLVED: That the report be received.

**16. POLICY INITIATIVES FUND AND COMMITTEE CONTINGENCY**

The Committee received a report of the Chamberlain listing those projects and activities which had received funding from the Policy Initiatives Fund and Committee Contingency for 2014/15 and providing the latest balances of the two funds.

RESOLVED: That the report be received.

**17. TELECOMMUNICATIONS STRATEGY UPDATE**

The Committee considered a joint report of the Chamberlain and the City Surveyor providing an update on work undertaken in progressing the City Corporation's telecommunications strategy.

RESOLVED: That the activities undertaken to date and the intention to return to Committee in November to agree approach, plans and resources to deliver both wired and wireless work streams be noted.

**18. PRINCE'S TRUST STRATEGIC GRANT**

The Committee considered a joint report of the Town Clerk and the Chief Grants Officer proposing the release of £1.05million per year from the Bridge House Estates surplus income for a period of 10 years to provide a long term strategic grant to the Prince's Trust Charity.

It was noted that the report had been considered and approved by The City Bridge Trust Committee; the Chairman of that Committee assured Members that officers from the Trust would administer the grant and ensure delivery in accordance with the strategic aims of the grant. He also confirmed that ten year grants were not normally awarded and this this would be the subject of a report to the Court.

RESOLVED: That the release of an additional £1.05m per year be approved, for a period of 10 years from the financial year 2014-2015, from the Bridge House Estate's income surplus (over and above the Investing in Londoners grants programme budget, or its successor) with the express intention that the City Bridge Trust Committee recommend, and that the Court of Common Council approve, that this money be used for the sole purpose of a strategic grant to the Prince's Trust to support work with London's hardest to reach young people.

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

There were no questions.

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

There was one urgent item:

## **Centre for American Progress**

The Committee considered a report of the Director of Public Relations seeking approval for one year's membership of the Centre for American Progress' Business Alliance, at a cost of \$25,000, to be drawn from the Policy Initiatives Fund.

It was noted that, as with the proposal at item 12, this opportunity had only arisen since the review of think-tank memberships had taken place. Members noted the reason for urgency had not been included within the report and asked that such items include the rationale for seeking urgent approval in future.

RESOLVED: That approval be given to one year's membership of the Center for American Progress' Business Alliance at a cost of \$25,000 (approximately £15,500) to be drawn from the Policy Initiatives Fund 2014/15, categorised under the Research section of the Fund and charged to City's Cash.

### **21. EXCLUSION OF THE PUBLIC**

MOTION - 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:-

<b>Item Nos.</b>	<b>Paragraph(s) in Schedule 12A</b>
22 – 28	3

### **22. NON-PUBLIC MINUTES**

- a) The non-public minutes of the meeting held on 4 September 2014 were approved.
- b) The draft non-public minutes of the Projects Sub-Committee meeting held on 2 September 2014 were received.
- c) The draft non-public minutes of the Hospitality Working Party meeting held on 18 September 2014 were received.

### **23. PROJECT FUNDING UPDATE - APPENDICES**

These were the non-public appendices associated with Item No. 6 and were considered in conjunction with that item.

### **24. SERVICE BASED REVIEW PROPOSALS - REMEMBRANCER'S OFFICE**

The Committee considered a report of the Remembrancer presenting the proposals of his department's Service Based Review.

### **25. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There was one question.



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

There was one non-public urgent item concerning the expansion of the City Corporation's academy offering.

27. **CONFIDENTIAL MINUTES**

The confidential minutes of the meeting held on 4 September 2014 were approved.

28. **SERVICE BASED REVIEW PROPOSALS - TOWN CLERK'S**

The Committee considered a report of the Town Clerk presenting the proposals of his department's Service Based Review.

**The meeting ended at 3.35 pm**

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Chairman

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