



MINUTES OF THE MEETING OF THE CITY TOGETHER BOARD

29 June 2010 – 2.30 pm

Barbican Centre

Members Present

Stuart Fraser, City of London Corporation (Chairman)
Chris Duffield, Town Clerk & Chief Executive, City of London Corporation
Chief Inspector Mark Hetherington, City of London Police
Arielle Goodley – Resident Representative (West of the City)
Vicky Hobart, NHS City & Hackney - Adult Wellbeing Partnership
Joy Hollister, City of London Corporation – Children and Young People’s Strategic Partnership
Lawrence Patrick, London Metropolitan University – Skilled and Learning sub-group
Sarah Cary, British Land - Transport and Sustainability Forum
Andrew McMurtie - Transport and Sustainability Forum
Tony Matharu, Grange Hotels – Vibrant and Culturally Rich sub-group
Kathryn McDowell, London Symphony Orchestra – Vibrant and Culturally Rich sub-group
Mark Pudge – City.comm

Also in attendance

Susan Attard, Chair of The City Together Performance Management Group
Neil Davies, Head of Corporate Performance and Development, City of London Corporation
Peter Lisley, Assistant Town Clerk, City of London Corporation
Joanne Crawley, Policy Support Officer, City of London Corporation
Inspector David Hargreaves, City of London Police

David Atcherley-Symes, Retail Manager, Land Securities (for Item 2)

Alan Hughes, Policy and Governance Manager, City of London Corporation (for Item 4)

ITEM 1. INTRODUCTIONS AND APOLOGIES

The Chairman welcomed three new members to the Board: Joy Hollister, the City Corporation’s Director of Community and Children’s Services, joined the Board as the new Chair of the City’s Children and Young People’s Strategic Partnership; Sarah Cary, Sustainable Development Executive at British Land, joined the Board as the new Chair of the Transport and Sustainability Forum; and Andrew McMurtie, a City office worker and Fellow of the Chartered Institute for Securities and Investment, joined the Board as the new Deputy Chair of the Transport and Sustainability Forum.

The Chairman also welcomed to the meeting David Atcherley-Symes of Land Securities who was attending to present item 2 on the agenda.

Apologies were received from Anthony Belchambers, Christine Cohen, Superintendent Lorraine Cussen, Loraine Butler, John Barker and Kathleen Rougier.

ITEM 2. THEMED DISCUSSION

Tony Matharu, Chair of the Vibrant and Culturally Rich sub-group, introduced the themed discussion on **'The heart of a world class city which is vibrant and culturally rich'**. The City Together Strategy contains a key goal "to improve the City's vibrancy and retail offer by increasing the number of retail shops in appropriate locations" and Tony provided a short introduction to the **Cheapside Initiative**, a partnership of key stakeholders which has taken forward a range of initiatives aimed at bolstering Cheapside as a central retail location. The Cheapside Initiative is now in its final year of a three year plan and its activities include:

- **Street Trading** - promoting events in Cheapside, potentially including Christmas and summer street markets, and seeking an amendment to the current legislation in order to provide stronger regulatory sanctions for illegal street trading.
- **Area Strategy:** delivering substantial improvements to the public realm and transport environment, including modifying the Cheapside/New Change junction, substantial widening of footways on both sides of Cheapside, tree planting, better cycling measures including cycling racks, removing excessive street furniture and improving street lighting. The first phase of the improvements – the area around One New Change – is expected to be completed by August 2010.
- **Community Safety:** working with the City of London Police to explore the opportunity to locate a dedicated police team at a base in One New Change, working with the security firm retained to patrol the development.
- **Retail Symposiums:** relationships have been built with all retailers within the Cheapside area and quarterly symposium meetings are held. The actions on which the retailers would like to work together include marketing and promotion of the retail offer in Cheapside, promoting and managing the impact of weekend trading, marketing Bow Lane and managing the impact of the One New Change development on Bow Lane traders.
- **Local Employment:** an Employment Charter for Cheapside has been developed which aims to promote the range of job opportunities that will be generated within the retail and hospitality sectors to City residents and residents of the 7 surrounding London Boroughs. All employers within the retail and hospitality sectors in the Cheapside area are being encouraged to commit to working with local employment agencies to promote job vacancies.

Tony Matharu introduced David Atcherley-Symes, Retail Manager at Land Securities, who gave a presentation to the Board on the One New Change retail development due to open on Cheapside in Autumn 2010. The key points were as follows:

- The One New Change development will provide a critical mass of retail in the heart of the City. A mixed use development, One New Change will deliver 220,000 sq ft of retail space over three floors and a further 330,000 sq ft of office space accommodating 3,500 workers. Construction will be complete by September 2010 and the development will open in October 2010.

- One New Change has been designed to allow pedestrian access through the development, with the majority of the retail offering on the lower ground and catering units on the ground and first floors. The development includes a roof terrace open to the public with views of St Paul's Cathedral and the River Thames, creating a new public open space for the City.
- Retailers who have taken up leases include three anchor stores – Topshop, H&M and Next – and a mix of new retailers to the City and small independents. The development will also house a variety of food outlets, restaurants and cafes including a new Jamie Oliver restaurant. 58 of the 60 retail and catering units have been let and all leases include Saturday and Sunday trading.

In response to a comment from Arielle Goodley regarding the need to increase the retail offer at weekends and after 6pm (of particular importance to City residents) David explained that most retailers are likely to open until 8pm or 9pm during the week, with restaurants staying open later into the night. All traders have signed leases which require them to open between the core trading hours of 10am to 7pm, but it is anticipated that stores will open for longer as demand is demonstrated.

Kathryn McDowell asked if the development will result in the closure of other branches of the retailers moving into One New Change. David confirmed that this will vary depending on the retailer – some are opening new branches in One New Change and others are relocating existing branches. However retailers not moving into One New Change are looking at sites close by in anticipation of the increased footfall and general increase in the profile of the entire Cheapside area as a retail destination.

Kathryn McDowell also asked if promotion work would include other attractions in the area. Peter Lisley confirmed that the City Corporation is currently working with Time Out magazine to produce a pull-out guide to the City to be published in October to coincide with the opening of One New Change. This guide will promote the new and existing shopping opportunities, as well as cultural and visitor attractions and public open spaces in the City. 195,000 copies of the guide will be produced and these will be available in all major cultural destinations, at the City Information Centre and at other key sites. The Cheapside Initiative has also supported a special pull-out to go with the guide.

The Chairman thanked David for his presentation.

ITEM 3. MINUTES OF THE LAST MEETING AND MATTERS ARISING

The minutes of the meeting of 30th March 2010 were agreed.

Matters arising:

The Chairman handed over to Chris Duffield to update the Board on matters arising from the minutes of the March meeting.

Comprehensive Area Assessment (CAA) – Chris informed the Board that the CAA inspection regime has been formally abolished by the new Government. There is still a lot which is unclear with regard to the future of annual performance assessments, however the City Corporation will continue to collect performance data and inspections of Children's

and Adult Social Care services will continue for now. Board members will be updated on any developments as and when they are announced by Government. Chris Duffield thanked those Board members who had met with the City's CAA Lead Inspector, Ken Davis, or provided him with information to support his assessments over the past couple of years.

Place Survey 2010 - Chris informed the Board that the Government has also advised that all preparatory work on the Place Survey of residents due to be undertaken later this year should cease with immediate effect, pending a further announcement.

[POST MEETING NOTE – the Government confirmed on 10th August that The Place Survey has been formally abolished.]

New Government – Chris explained that whilst the details of much of the new Government's policies are awaited, it is clear that decentralisation and increased community involvement will be key themes going forward. Cost-cutting measures have already begun including a £1 million in-year cut to the City Police's budget. The Reward Grant expected for achieving Local Area Agreement 2007 stretch targets has been cut by 50%, and Area Based Grant funding for the current year has been cut by £155,000. Chris explained that more would be known following the Comprehensive Spending Review in October and Board members will be kept updated.

Cultural Strategy – Chris informed the Board that the City of London Cultural Strategy 2010-2014 was launched on 17th June and copies were laid around the table.

Economic Impact Dashboard - a copy of the dashboard for Quarter 1 2010 was circulated to all Board Members for information. Chris noted that the dashboard suggested general improvement across the indicators, but that the figures used will not yet reflect the impacts of any funding cuts.

ITEM 4. GOVERNANCE

Item 4.a) – Election of Chairman and Deputy Chairman

Stuart Fraser vacated the Chair for the election of Chairman of the Board for the coming year. The Board elected Stuart Fraser as Chairman for a further one year term.

Stuart Fraser resumed the Chair for the election of the Deputy Chairman of the Board. The Terms of Reference state that the Deputy Chairman must not represent the same organisation as the Chairman, and therefore only non-City of London Corporation Board members were eligible to stand. The Board elected Tony Matharu as its Deputy Chairman for a one year term.

Item 4.b) – Governance Review

A report was circulated summarising the findings of a review of The City Together's governance arrangements. The report presented a number of recommendations split into three groups and the Board agreed to consider the recommendations in this way.

Recommendations 1 to 3 as follows were agreed:

1. that the Board retain quarterly meetings subject to review should a more strategic role generate less business.
2. that sub groups be consulted to determine the level of Associate Membership engagement and whether such membership is still required.
3. that a dedicated stakeholder event for The City Together is not held until consultation is required on the next review of the sustainable Community Strategy and the Terms of Reference are amended accordingly.

In response to a query from Vicky Hobart on recommendation 2, Peter Lisley explained that the Associate Membership function does not currently appear to be well used, and the report is suggesting that sub-groups be consulted to see if they are useful or whether the function has become obsolete. Alan Hughes responded to a further query from Vicky on recommendation 3, confirming that the current Community Strategy expires in 2014 and the consultation process for a new strategy should most likely begin around 18 months before.

Recommendations 4 to 7 as follows were agreed:

4. that the Board adopt a more strategic role in identifying sustainable Community Strategy (SCS) priorities, agree that the Performance Management Group (PMG) monitors sub groups' progress against action plans and receive updates on how they are delivering SCS priorities, and that the PMG reports in turn to the Board.
5. that the sub groups be consulted to ensure their current action plans are appropriately linked into the sustainable Community Strategy and where no action plan exists one is developed.
6. that a programme for linking SCS priorities into next year's City of London Corporation and sub group business planning process be prepared and reported to the December 2010 Board meeting and
7. that the Performance Management Group membership be reviewed to ensure that there is sufficient representation from each of the sub groups and the Board.

A discussion took place with regard to sub-group action plans. Sarah Cary suggested that it might be helpful for each sub-group to produce an annual plan in addition to longer term plans. Vicky Hobart suggested that greater alignment between the community strategy and the sub-group plans would be beneficial, noting that the Adult Wellbeing Partnership plan was developed much later than the Community Strategy and priorities are not entirely aligned.

Recommendations 8 and 9 as follows were agreed:

8. (a) that the Board agree to general principles for allocation of the 2007 Local Area Agreement reward grant, and (b) note the cut of £155,000 to the Area Based Grant in 2010/11.

9. that, to improve cross-theme working and voluntary sector engagement, the Performance Management Group gather and publicise examples of good practice in these areas.

Chris Duffield explained that the Board will receive 45% of the total 2007 LAA reward grant funding received (now 50% less than anticipated due to the Government cut) with all the funding to be received in 2011/12. The Board will therefore need to consider how it will allocate its 45% share of this funding in early 2011. Joy Hollister suggested that, given the uncertainty of receiving any additional reward, the Board should make it clear that the funding it allocates to projects will constitute a one-off grant with no commitment towards ongoing / further funding for these projects. Peter Lisley suggested that it was important that the Board had as much flexibility as possible to fund different types of small projects which meet the partnership's priorities. Vicky Hobart asked that the sub-groups be consulted on agreeing the Board's priorities for allocation of this funding.

Vicky Hobart also asked about the process for allocation of the additional 45% of the total reward grant to be received by those partners who helped to meet the stretch targets in the 2007 LAA. Peter Lisley confirmed that it would be for each partner to decide how to spend their allocation, but that this funding should only be spent on work / projects which contribute towards meeting the partnership's priorities and partners will be asked to seek the advice of the Performance Management Group and the endorsement of the Board before committing this funding.

ITEM 5. PERFORMANCE MANAGEMENT

The Board received a report setting out progress against the reward targets in the 2007 and 2008 Local Area Agreements (LAAs). The Chairman asked Susan Attard, Chair of the TCT Performance Management Group, to update the Board. Susan explained that nine of the targets in the 2007 LAA have been met – including the target for Smoking Cessation, which was considered 'at risk' at the last Board meeting and which has added another £490,000 to the original reward grant total (taking it to £2.256 million). The Government's announcement that all LAA 2007 reward grants will be cut by 50% means that despite meeting these targets the total reward grant has reduced to £1.128 million (45% of which will be allocated to the Board to allocate to projects – around £500,000). Three of the targets have not been met - 'common assault and wounding', 'supporting disadvantaged residents into employment' and 'immunisation of at risk under 65s' – and one target has been partially met – 'immunisation of over 65s.

Susan thanked NHS City and Hackney for their hard work in meeting the smoking cessation target and the efforts of staff in the last few weeks before the deadline. There are a number of lessons to be learned and best practice examples which have emerged from this work and these will be considered in detail by the Performance Management Group.

Good progress is being made with regard to the 2008 LAA targets, however it seems likely that the reward funding for meeting these targets will also be cut. Details should be available post the Comprehensive Spending Review (due in October) with the final grant settlement due to be announced in December 2010.

Chris Duffield thanked Susan and added his thanks to all partners who had been involved in helping to meet the 2007 LAA stretch targets, in particular NHS City and Hackney. The Chairman asked that the Board's thanks to partners be noted, as well as the Board's disappointment with regard to the 50% cut in reward grant.

ITEM 6. ANY OTHER BUSINESS

There was no other business.

ITEM 7. NEXT BOARD MEETING

Date – Friday 24th September 2010

Venue - to be confirmed

Theme – Safer and Stronger